

THE  
UNIVERSITY

SAINT AUGUSTINE'S  
COLLEGE

A LEARNING  
COMMUNITY  
CAMPUS



## **DISCLAIMER**

The publishers of this College Bulletin have made every reasonable effort to attain accurate and factual information. No responsibility is assumed for editorial, clerical, or printing errors or error occasioned by mistake. The publishers have attempted to present information which, at the time of preparation for printing, more accurately described course offerings, professors, policies, procedures, regulations, and requirements of Saint Augustine's College. This Bulletin does not establish contractual relations and the College reserves the right to change, alter, or delete any statement contained in this Bulletin without notification.

FALL 1996 - FALL 1998



*St. Agnes Hospital & Training School for Nurses a few years after its completion in 1908. Building is now registered historic landmark.*



# TABLE OF CONTENTS

CAMPUS MAP .....	208
PRESIDENT'S MESSAGE .....	5
COLLEGE CALENDAR .....	6
THE MISSION OF SAINT AUGUSTINE'S COLLEGE .....	10
THE PHILOSOPHY OF SAINT AUGUSTINE'S COLLEGE .....	10
GENERAL INFORMATION .....	12
ACADEMIC AFFAIRS .....	12
Academic Enrichment Services .....	13
The Learning Community Program .....	13
Retention Management Services Program .....	14
Academic Achievers Program .....	14
Degrees Awarded .....	16
Grading .....	16
Taking a Minor .....	19
Honors Program .....	20
Life Long Learning Program .....	21
Alternative Teacher Education Program .....	21
Second Chance Teachers Program .....	21
Non-Degreed Program .....	21
Adult Degree Program .....	21
Admissions Requirements .....	23
Foreign Students .....	24
Transfer Students .....	24
Graduation Requirements .....	25
Registration and Records .....	26
FINANCIAL INFORMATION .....	28
Expenses .....	28
Payments, Refunds and Comments .....	29
Financial Aid Eligibility Requirements .....	30
Loans .....	32
Scholarships .....	33
Financial Aid Suspension .....	33
STUDENT AFFAIRS .....	35
Housing .....	35
Dining Facilities .....	35
Health Services .....	35
Student Handbook .....	36
The College Union .....	36
Motor Vehicles .....	36
The Religious Life of the College .....	36
Attendance at Assemblies .....	37
Publications .....	37
Dismissal Provisos .....	37
The Student Right-To-Know and Campus Security Act .....	37
Student Activities .....	37
Student Development Center .....	38
THE CURRICULA .....	40
DIVISION OF BUSINESS .....	45
Accounting .....	45
Business Administration .....	45
Computer Information Systems .....	46
Computer Science .....	49
International Business (See p 168) .....	168
2 SAINT AUGUSTINE'S COLLEGE	



DIVISION OF EDUCATION . . . . .	63
Department of Education . . . . .	63
Teacher Education Program . . . . .	64
Biology Education . . . . .	67
Business Education . . . . .	68
Elementary Education . . . . .	69
English Education . . . . .	70
Exceptional Children's Education . . . . .	71
Mathematics Education . . . . .	72
Music Education (K-12) . . . . .	73
Physical Education Teacher Education . . . . .	75
Social Studies Education . . . . .	75
Department of Physical Education . . . . .	79
Human Performance (formerly Physical Education [Non-Teaching]) . . . . .	80
DIVISION OF LIBERAL AND INTERDISCIPLINARY STUDIES . . . . .	91
Department of English and Communication . . . . .	91
Communication . . . . .	92
English . . . . .	93
Department of History . . . . .	98
African-American Studies . . . . .	98
History . . . . .	99
Department of Visual and Performing Arts . . . . .	100
Visual Arts (Art) . . . . .	100
Performing Arts — Music Performance . . . . .	102
Music Business . . . . .	104
Theatre Arts or Film . . . . .	105
Department of Philosophy and Religion . . . . .	115
DIVISION OF NATURAL SCIENCES AND MATHEMATICS AND ALLIED HEALTH . . . . .	129
Department of Allied Health . . . . .	129
Clinical Laboratory Science (Medical Technology) . . . . .	130
Phlebotomy Certification . . . . .	133
Department of Biology . . . . .	134
Biology . . . . .	134
Pre-Medical Sciences . . . . .	136
Department of Chemistry & Industrial Hygiene . . . . .	140
Chemistry . . . . .	140
Industrial Hygiene and Safety . . . . .	143
Department of Mathematics . . . . .	147
Mathematics . . . . .	148
Industrial Mathematics . . . . .	149
Dual-Degree Program in Engineering . . . . .	150
DIVISION OF URBAN, SOCIAL AND INTERNATIONAL STUDIES . . . . .	159
Department of Urban and Social Studies . . . . .	159
Criminal Justice . . . . .	160
Sociology . . . . .	161
Psychology . . . . .	162
Department of International Studies . . . . .	166
Foreign Languages (French, Spanish, German) . . . . .	166
International Business . . . . .	168
Political Science/Pre-Law . . . . .	170
DIVISION OF MILITARY SCIENCE (ROTC) . . . . .	183
ADMINISTRATION AND FACULTY . . . . .	192
INDEX . . . . .	203
INDEX . . . . .	204



## PRESIDENT'S MESSAGE

Dear Falcons:

At the end of the 1996-97 academic year, Saint Augustine's College will begin its one hundred and thirtieth year as a distinguished institution with an eminent tradition of excellence. Throughout its existence, this great institution has prepared and graduated more than 9,000 young men and women, who have assumed leadership positions throughout the United States and the rest of the world. Saint Augustine's College provided them with a quality foundation for critical thinking, character building, and leadership skills necessary for lifelong living and learning.

We offer a strong liberal arts education that enables our students to grasp the skills required to function effectively in a world of enormous technological advances and with a strong commitment to community service. This tradition of learning is grounded in the belief that our students possess unlimited potential. Saint Augustine's College is committed to actively exploiting the potential of every student who passes through its portals and shaping future leaders by preparing them to be the initiators of positive change as we prepare for a new millennium.

To this end, Saint Augustine's College has moved into a new era of excellence with a strategic planning process that will place us firmly on the cutting edge of both academic excellence and community service. I invite you to journey with us as we continue this exciting educational voyage into the 21st Century.

Sincerely,

A handwritten signature in black ink, reading "Bernard W. Franklin". The signature is written in a cursive style with a large, stylized "B" and "F".

Bernard W. Franklin  
President



**SAINT AUGUSTINE'S COLLEGE**  
**ACADEMIC CALENDAR FOR 1996-97\***

**FALL SEMESTER 1996**

August 5-9 (Mon.-Fri.)	Faculty and Staff Professional Development Week
August 13 (Tues.)	Arrival of New Students
August 14-16 (Wed.-Fri.)	Orientation and Registration of New Students
August 17 (Sat.)	Orientation and Registration - Second Chance Teachers Program
August 19-20 (Mon.-Tues.)	Registration for Returning Students
August 21 (Wed.)	Classes Begin and Late Registration Charges
August 21 (Wed.)	Add/Drop Begins

---

September 2 (Mon.)	Labor Day Holiday (No Classes)
September 4 (Mon.)	Last Day to Add/Drop a Course or Register
September 12 (Thurs.)	Unity Day
September 17 (Tues.)	Formal Opening Convocation

---

October 14-18 (Mon.- Fri.)	Midterm Examinations
October 17 (Thurs.)	Scholarship Day
October 21 (Mon.)	Midterm Progress Reports Due in Registrar's Office by 4:00 p.m.
October 21 (Mon.)	Candidacy Forms Due for Prospective Graduating Seniors
October 22 (Tues.)	Career Day/Job Expo
October 28-Nov. 8 ( Mon.-Fri.)	Student Advisement for General Registration

---

November 8 (Fri.)	Last Day to Withdraw from a Class
November 14 (Thurs.)	Graduate and Professional Day
November 16 (Sat.)	Orientation and Registration - Second Chance Teachers Program
November 18 - 22 (Mon. - Fri.)	General Registration for Spring 1997
November 26 (Tues.)	Thanksgiving Recess (After Classes)

---

December 2 (Mon.)	Classes Resume at 8:00 a.m.
December 6 (Fri.)	Last Day to Withdraw from School for the Term
December 6 (Fri.)	Last Day for Removal and Conversion of Incompletes and Last Day to Change Grades from Previous Semester
December 6 (Fri.)	Reading Day and Christmas Concert
December 9-13 (Mon.-Fri.)	Semester Examinations
December 13 (Fri.)	Christmas Recess (After Examinations)

---

**SPRING SEMESTER 1997**

January 7 (Tues.)	Faculty and Staff Professional Development Week Begins
January 9 (Thurs.)	Arrival of New Students
January 9-10 (Thurs.- Fri.)	Orientation and Registration of New Students
January 13-14 (Mon.- Tues.)	Registration for Returning Students
January 15 (Wed.)	Classes Begin and Late Registration Charges
January 15 (Wed.)	Add/Drop Begins
January 20 (Mon.)	Observance of Dr. Martin Luther King, Jr. Birthday
January 21 (Tues.)	Last Day to Drop or Add a Course
January 21 (Tues.)	Last Day to Register
January 21 (Tues.)	Unity Day
January 21-26 (Tues. - Sun.)	Homecoming Activities
January 23 (Thurs.)	Founders' Day Convocation
January 27-31 (Mon.- Fri.)	Religious Emphasis Week

---

March 3-7 (Mon.-Fri.)	Midterm Examinations
March 7 (Fri.)	Spring Vacation (After Classes)
March 10 (Mon.)	Midterm Progresses Reports Due in Registrar's Office
March 17 (Mon.)	Classes Resume at 8:00 a.m.
March 22 (Sat.)	Junior English Comprehensive Examination
March 22 (Sat.)	Orientation and Registration - Second Chance Teachers Program

---

March 27 (Thurs.)	Last Day to Change Grades from Previous Semester
March 27 (Thurs.)	Last Day to Withdraw from a Course
March 27 (Thurs.)	Last Day for Grade Appeals and Conversion of Incompletes
March 28 (Fri. )	Easter Recess
March 31 (Mon.)	Classes Resume 8:00 a.m.

---

April 3-14 (Thurs. - Mon.)	Student Advisement for General Registration
April 12 (Sat.)	Awards, Parents and High School Day
April 12 (Sat.)	ROTC President's Pass in Review Ceremony
April 14- 18 (Mon. - Fri.)	General Registration
April 19 (Sat.)	New Student Orientation
April 24-25 (Thurs.-Fri.)	Semester Examinations for Seniors

---

May 2 (Fri.)	Reading Day
May 5-8 (Mon.-Fri.)	Semester Examinations
May 9 (Fri.)	ROTC Commissioning
May 10 (Sat.)	Baccalaureate and Commencement

---

June 9 (Mon.)	Summer School Begins
June 14 (Sat.)	Orientation and Registration - Second Chance Teachers Program
June 18-19-20 (Wed. - Fri.)	New Student Orientation

---

July 11 (Fri.)	Summer School Ends
July 16-17-18 (Wed. - Fri.)	New Student Orientation

---

August 13-14-15 (Wed. - Fri.)	New Student Orientation
-------------------------------	-------------------------

---



---

\* Subject to modification

## ACADEMIC CALENDAR FOR 1997-1998\*

### **FALL SEMESTER 1997 \***

August 4-8 (Mon.-Fri.)	Faculty and Staff Professional Development Week
August 12 (Tues.)	Arrival of New Students
August 13-15 (Wed.-Fri.)	Orientation and Registration of New and Freshman Students
August 16 (Sat.)	Orientation and Registration - Second Chance Teachers Program
August 18-19 (Mon.-Tues.)	Registration for Returning Students
August 20 (Wed.)	Classes Begin and Late Registration Charges
August 20 (Wed.)	Add/Drop Begins
<hr/>	
September 1 (Mon.)	Labor Day Holiday (No Classes)
September 3 (Wed.)	Last Day to Add/Drop a Course or Register
September 11 (Thurs.)	Unity Day
September 16 (Tues.)	Formal Opening Convocation

October 13-17 (Mon.-Fri.)	Mid-Term Examinations
October 18 (Sat.)	Junior English Comprehensive Examination
October 20 (Mon.)	Mid-Term Progress Reports Due in Registrar's Office by 4:00 p.m.
October 20 (Mon.)	Candidacy Forms for Prospective Graduating Seniors
October 21 (Tues.)	Career Day/Job Expo
October 23 (Thurs.)	Scholarship Day
October 27-November 7 (Mon.-Fri.)	Student Advisement for General Registration
October 31 (Fri.)	Last Day to Withdraw from a Class
October 31 (Fri.)	Last Day for Removal and Conversion of Incompletes and Last Day to Change Grades from Previous Semester

November 13 (Thurs.)	Graduate and Professional Day
November 10-14 (Mon.-Fri.)	General Registration for Spring 1998
November 15 (Sat.)	Orientation and Registration - Second Chance Teachers Program
November 25 (Tues.)	Thanksgiving Recess (After Classes)

December 1 (Mon.)	Classes Resume at 8:00 a.m.
December 5 (Fri.)	Last Day to Withdraw from School for the Semester
December 5 (Fri.)	Reading Day and Christmas Concert
December 8-12 (Mon.-Fri.)	Semester Examinations
December 12 (Fri.)	Christmas Recess (After Examinations)

### **SPRING SEMESTER 1998**

January 5 (Mon.)	Faculty and Staff Professional Development Week Begins
January 8 (Thurs.)	Arrival of New Students
January 8-9 (Thurs.-Fri.)	Orientation and Registration of New Students
January 12-13 (Mon.-Tues.)	Registration for Returning Students
January 14 (Wed.)	Classes Begin and Late Registration Charges
January 14 (Wed.)	Add/Drop Begins
January 19 (Mon.)	Observance of Dr. Martin Luther King, Jr. Birthday
January 20 (Tues.)	Last Day to Drop or Add a Course
January 20 (Tues.)	Last Day to Register
January 20 (Tues.)	Unity Day
January 20-25 (Tues.-Sun.)	Homecoming Activities
January 22 (Thurs.)	Founders' Day Convocation
January 26-30 (Mon.-Fri.)	Religious Emphasis Week

March 2-6 (Mon.-Fri.)	Mid-Term Examinations
March 6 (Fri.)	Spring Vacation (After Classes)
March 9 (Mon.)	Mid-Term Progress Reports Due in Registrar's Office
March 16 (Mon.)	Classes Resume at 8:00 a.m.
March 21 (Sat.)	Junior English Comprehensive Examination
March 21 (Sat.)	Orientation and Registration - Second Chance Teachers Program



March 26 (Thurs.)	Last Day to Change Grades from Previous Semester
March 26 (Thurs.)	Last Day to Withdraw from a Course
March 26 (Thurs.)	Last Day for Grade Appeals and Conversion of Incompletes
March 26-April 6 (Thurs.-Mon.)	Student Advisement for General Registration

---

April 10 (Fri.)	Easter Recess
April 13 (Mon.)	Classes Resume at 8:00 a.m.
April 13-17 (Mon.-Fri.)	General Registration
April 18 (Sat.)	Awards, Parents and High School Day
April 18 (Sat.)	ROTC - President's Pass in Review Ceremony
April 23-24 (Thurs.-Fri.)	Semester Examinations for Seniors

---

May 1 (Fri.)	Reading Day
May 4-8 (Mon.-Fri.)	Semester Examinations
May 8 (Fri.)	ROTC Commissioning
May 9 (Sat.)	Baccalaureate and Commencement

---

June 8 (Mon.)	Summer Schools Begins
June 13 (Sat.)	Orientation and Registration - Second Chance Teachers Program
June 17-18-19 (Wed.-Fri.)	New Student Orientation

---

July 10 (Fri.)	Summer School Ends
July 15-16-17 (Wed.-Fri.)	New Student Orientation

---

August 9-10-11 (Wed.-Fri.)	New Student Orientation
----------------------------	-------------------------

---



---

\* Subject to modification

## THE MISSION OF SAINT AUGUSTINE'S COLLEGE

Saint Augustine's College, founded in 1867 and located in Raleigh, North Carolina, is an historically black, Episcopal church-related, coeducational institution of liberal learning offering the bachelor's degree. The mission of the College is to prepare all students to become knowledgeable agents of change - capable, creative and responsible citizens of independence and integrity, who make positive contributions to society - by providing for maximum development of their intellectual capacity, developing practices of scholarship, imagination, wisdom and judgment; providing opportunities for personal, social and cultural growth; providing experiences in acquiring knowledge and fundamental skills; and contributing to research related to the teaching-learning process and the general improvement of the community.

In addition, the mission is to expand the resources and facilities, not only to cope with increasing student enrollment but also to support the give-and-take of a community of scholars which generates ideas, values, methodologies and techniques. Saint Augustine's prepares its students for graduate and professional experiences in law, medicine, dentistry, the mass media, engineering, teaching, research and public services. These areas are manifested through the Business; Education; Liberal and Interdisciplinary Studies; Natural Sciences, Mathematics, and Allied Health; Urban, Social, and International Studies, and Military Science Divisions. A number of the students also participate in internships.

Today, the College serves a multi-ethnic student body of which one-tenth are of different national backgrounds. Some graduates stop off with the baccalaureate; others go on to study for advanced academic and professional degrees. While technical skills are highly prized and deemed necessary to guarantee each student a meaningful role in the marketplace, Saint Augustine's also assists its students in developing enriched perspectives from which to deal competently, comprehensively and creatively with an increasingly complex world.

Saint Augustine's College insists on providing a strong liberal arts education as a base for all of its students and, at the same time, insures sufficient flexibility that will enable students to make certain educational and vocational choices, consistent with widening opportunities and the changing conditions of society.

## THE PHILOSOPHY OF SAINT AUGUSTINE'S COLLEGE

The program of this institution aims toward the development of integrated personalities and socially responsible individuals with a philosophy of life based on Christian values and Christian leadership. It attempts to furnish an environment conducive to intellectual development of the capacities and abilities of its students in order that they may live more useful and purposeful lives in a democratic society. This type of education provides an opportunity for progressive growth and greater chance to participate fully and efficiently in carrying out the ideals of citizenship in the society through a greater personal depth and wider and deeper appreciation on the part of the students. Basic knowledge, skills, and proper attitudes are developed which provide and enhance the opportunities for present living and for future living as well. The College is vitally interested in preparing its students to cope with an ever-changing dynamic society by helping them to develop their powers of critical thinking.

It is the policy of Saint Augustine's College that discrimination against any individual for reasons of race, color, religion, national origin, age or sex is prohibited. Accordingly, equal opportunity for employment of both faculty and staff positions shall be extended to all persons; and the College shall promote equal opportunity through a positive and continuing affirmative action program. This program also applies to the recruitment and admission of students, including the handicapped.

This affirmative action program will have as its firm objective equal opportunity in admission, recruitment, hiring, rate of pay, training, promotion, termination, benefit plans and all other forms of compensation, conditions and privileges of employment for all employees and applicants for employment. The plan is designed to provide equal opportunity and an atmosphere of non-discrimination with respect to women and members of racial and minority groups.

## AIMS

1. To offer a bachelor's program which provides for the maximum development of the students' intellectual capacities;
2. To develop the scholarly capacities and abilities of the student;
3. To provide an opportunity for social and cultural growth; and
4. To develop knowledge, fundamental skills and proper attitudes for preparing the whole person for a mature and functional life in an ever-changing society.

## **OBJECTIVES**

1. To develop an appreciation and understanding of a system of moral and ethical values;
2. To develop a command of effective communication skills;
3. To provide a general knowledge of the world in which we live, and an understanding of broad concepts in the natural sciences;
4. To present underlying principles of the political, social, and economic organization of society;
5. To develop an understanding of self - the physical, psychological, and spiritual - and of relationships with others;
6. To develop an understanding of mental and physical health habits in areas that lead to physical well-being; and
7. To provide basic education in the liberal arts, and to prepare students for the pursuit of various educational programs, including Teacher Education.

## **SAINT AUGUSTINE'S COLLEGE IS A MEMBER OF OR ACCREDITED BY**

**American Association of Colleges for Teacher Education  
American Association of Collegiate Schools of Business Assembly  
American Chemical Society  
American Council on Education  
American Occupational Therapy Association  
Association of American Colleges  
Association of Eastern NC Colleges and Universities  
Association of Episcopal Colleges  
College Entrance Examination Board  
Cooperating Raleigh Colleges  
Cooperative Education Association, Inc.  
Intercollegiate Music Association  
National Association for Business Teacher Education  
National Association of Student Financial Aid Administrators  
National Association of Student Personnel Administrators  
National Council for Accreditation of Teacher Education  
National Extension University  
North Carolina Association of Colleges and Universities  
North Carolina Association of Summer Sessions  
North Carolina Department of Public Instruction  
North Carolina Honors Association  
Southern Association of Colleges and Schools  
United Negro College Fund, Inc.**



## GENERAL INFORMATION

### ACADEMIC AFFAIRS

Saint Augustine's College offers two degrees: Bachelor of Arts and Bachelor of Science. Candidates for either degree must complete all program requirements of their major with a minimum of a 2.0 ("C") cumulative grade point average. A minimum grade of "C" must be earned in all required courses in a given major. Also a minimum grade of "C" must be earned in English 131-132. Candidates must also be financially cleared with the College.

Students electing to change majors may do so upon the approval of the respective department head and the Dean of Academic Affairs. Additionally, students must comply with the requirements of a major as printed in the College Catalog at the time of the change of major. This compliance also applies to students who withdraw from the College and remain inactive from enrollment for one school year.

### Residence Requirements

A student is required to complete the final thirty (30) semester hours of academic credit in residence at Saint Augustine's College. The student is expected to be enrolled at the College during the year in which the degree is granted. This requirement also applies to transfer students who are admitted to the College. Participation in the commencement exercises is usually required. The Cooperating Raleigh College Consortium is considered "in residence."

### Class Attendance

Each student is allowed one unexcused absence per credit hour per course. Professors have the right to withdraw students from classes, if they violate College policies on attendance. A student who is withdrawn will be graded as follows:

WP - withdrawn from the course and passing by withdrawal date indicated on the College academic calendar;

WF - withdrawn from the course and failing by withdrawal date indicated on the College academic calendar.

The following guidelines also apply:

1. Each student will be required to complete all examinations and required work in a given course;
2. The teacher of a course must give at least two days' notice in his/her class for examinations designed for a class period. An examination not announced in class would be considered a quiz;
3. At the beginning of a course, the requirements of that course will be made known to the class in writing by way of a syllabus; and
4. Teachers will have discretion in determining the test activity for examinations or quizzes missed by students. The following will be considered valid reasons for allowing students to take examinations or quizzes missed:
  1. **SICKNESS** - A written statement from a nurse, doctor, or Saint Augustine's College Official. The College official will require the written statement from the nurse or doctor in order to verify the validity of an excuse.
  2. **DEATH IN FAMILY** - A written statement from the funeral director and/or minister. A program of the funeral may be used as additional verification of an excuse to make up work missed in a class because of death in the family, including the death of a parent, grandparent, sister or brother, one's child, legal guardian, aunt, or uncle.
  3. **EMERGENCIES** - (late bus, train, airplanes, etc.) A written statement from an official at the bus, train station, or airport.
  4. **PARTICIPATING IN REQUIRED SCHOOL ACTIVITIES** - A written statement from a College Administrative Official will be required.

Appropriate excuses should be validated by the student's division chair.

### Summer School Program

A six-week Summer Session is conducted for regular students, in-service teachers, and others interested in taking various courses. Application for admission to Summer School should be filed on or before the last Friday in April. A variety of courses is offered in the Summer Session, and additional courses over and above those listed in the summer school brochure may be offered if the demand warrants it. Application for admission to Summer School should be sent to the Director of Summer School, Office of Academic Affairs.

A maximum of eighteen (18) hours toward graduation may be taken by any qualified student at other approved institutions during the course of several summer sessions. However, the final 30 hours must be taken in residence. Exceptions to this regulation may be considered, however, by the Academic Policy Committee, which will deal with each case on its own merits.

## **RECIPROCITY WITH NORTH CAROLINA STATE UNIVERSITY AT RALEIGH AND OTHER RALEIGH COLLEGES**

Through an agreement with North Carolina State University, Shaw University, Meredith, Peace, and Saint Mary's Colleges, the students at Saint Augustine's College may take courses and pursue programs of study not offered at Saint Augustine's College. Students who are enrolled at Saint Augustine's and are interested in taking courses at other colleges should receive approval from the Office of Academic Affairs. Students who attend North Carolina State University and are not certified as North Carolina residents must pay an additional charge to North Carolina State University that is above the normal charge for tuition at Saint Augustine's College.

### **Course Credits Earned at Other Colleges**

Once a student has matriculated at Saint Augustine's College he/she may not pursue courses of any type at another institution as transfer credits towards a degree without obtaining, in advance of registration for such courses, written approval from the Office of Academic Affairs. Even though credits are earned in the Cooperating Raleigh Colleges (CRC) Interinstitutional Program, they are not considered to be transfer credits. Written permission is required in all such cases prior to registration at the CRC institutions. Courses taken without such approval may not be accepted by the College. Further, after a student has earned 65 or more semester hours of academic credits at this or any other college, credits earned subsequently from a junior college, community college, technical institute or other comparable institution will not be accepted as transfer credits.

Credits from graduates of College Parallel in state-approved community colleges and technical institutes will receive full value for courses completed. The student must, however, meet the requirements of the Saint Augustine's College major, even if this involves pursuing freshman and sophomore level courses. The respective division chairperson and/or department head will review the record of the transfer student and will make the final recommendation on courses to be taken for the degree. This rule will also apply in cases where the transfer student has earned the Associate of Arts or the Associate of Science degree from a state-approved program or programs approved by the Southern Association of Colleges and Schools accredited program.

All transfer credits will be evaluated where applicable, but will not be computed in the grade point average at Saint Augustine's College. It should be understood that courses taken at Cooperating Raleigh Colleges in our interinstitutional program are not considered to be transfer credits and are therefore computed in the semester and/or cumulative grade point average of the respective student.

In cases where conditional admissions are given to students transferring from non-accredited institutions, only courses which are equivalent to courses offered at Saint Augustine's College will be credited toward the baccalaureate degree, with such credits to be validated by at least one semester of "C" average work at Saint Augustine's College.

### **MILITARY CREDIT**

Credit for military schools and educational experiences in the armed forces is awarded on the basis of recommendations of the American Council on Education, and approval of the Office of Academic Affairs at Saint Augustine's College.

## **ACADEMIC ENRICHMENT SERVICES**

### **THE LEARNING COMMUNITY PROGRAM**

The Learning Community Program is designed to strengthen the critical-thinking and problem-solving skills of students in a system of community cohorts. The program increases student retention by promoting academic skills building through process education while at the same time focusing on the social and emotional transition from high school to a post-secondary environment through a mentoring system. Also, students are required to successfully complete EDUCA (112 FOUNDATIONS OF LEARNING) [see course description in the Division of Education section].

## **RETENTION MANAGEMENT SERVICES PROGRAM**

This is a comprehensive program of support services designed to provide students with options for improving their academic performance. The program focuses on strengthening the personal and academic advisement process through the participation of students, faculty, and staff mentors, developing an efficient and effective campus-wide tutorial assistance program for all disciplines, and designing a tracking system to monitor student success upon entry through graduation and beyond. Students are required to meet with division chairs/department heads, unit heads, counselors, advisors, and the Enrichment Program monthly regarding prescribed retention strategies.

## **COOPERATIVE EDUCATION**

### **Mission**

Cooperative Education combines classroom instruction with off-campus paid work experience in an educationally sound way so that improved learning opportunities are created. It is a plan that is designed to use laboratories of the community in business, industry, and civic agencies to the best advantage of students, the College and the employer.

Cooperative Education is offered to students in all disciplines. The requirements for entry are as follows:

1. All participants should be students and must enroll in the program the semester in which academic credit is given.
2. All students should be sophomores or above.
3. Students should have a 2.00 G.P.A. or better.
4. Transfer students should have completed one semester at Saint Augustine's College with a G.P.A. of 2.00 or better.

## **MATHEMATICS AND SCIENCE RESOURCES CENTER**

All students at Saint Augustine's College can make use of the Mathematics And Science Resources Center, whether they are enrolled in mathematics and science courses or not. The students may indicate their interest in receiving help through the Center to any of the mathematics or science faculty, the mathematics or science majors, or the director. The Center, located in Penick Hall of Science, Room 007, is equipped with various computers and software games, supplementary books, calculators and films to make learning more interesting and innovative to students.

## **ACADEMIC ACHIEVERS PROGRAM**

The Academic Achievers Program, which is one of the seven federally funded TRIO Programs, was established at Saint Augustine's College in 1978. It is designed to provide support services primarily to 75 freshmen and 75 eligible continuing (upperclassman) students who are enrolled at the institution, and are approved for participation in the program, based on the federal guidelines that are established for participation.

The Program utilizes instructional methods and approaches to aid participants in improving their academic performance. All Academic Achievers Program classes and activities are designed to compliment and enrich their academic learning experiences. In addition, these classes are divided into small sections to afford students opportunities for feedback from instructors and fellow students, closer monitoring from instructors, and greater participation in classroom instruction.

The Academic Achievers Program is comprised of five major components: Counseling, Tutorial Assistance, Academic Advisement, Cultural Enrichment Activities, and Special Enrichment Courses. The Special Enrichment Courses include: English Composition; Mathematics (Intermediate Algebra and College Algebra); and Science (Biology and Physical Science). Provisions are made for continuing students to serve as mentors and peer counselors to freshman and new students who are Program participants. The Program and services are offered without cost to students who may have participated in Upward Bound or Talent Search programs prior to college as well as students who meet income, physical disability, or first generation eligibility requirements for Program participation.

## **COURSE DESCRIPTIONS**

**ENG 131, 132 AA. ENGLISH COMPOSITION.** Studies in English Composition will provide both traditional and innovative activities that will strengthen the students' reading and writing skills, and performance in grammatical and rhetorical skills. Instruction in various speech situations will be offered. The course maintains program philosophy with respect to addressing the individual needs and learning experiences of participants.

*(3) Fall, (3) Spring.*



**MATH 130 AA. INTERMEDIATE ALGEBRA.** This course encourages program participants to appreciate Mathematics as a language, a tool and an abstract science. This course also focuses on introducing students to simple equations, ratios, proportions, percentages, approximate numbers, exponents, quadratic equations, relations and annuities. The course maintains program philosophy, with respect to addressing the individual needs and learning experiences of participants. *(3) Fall, (3) Spring.*

**MATH 131 AA. COLLEGE ALGEBRA.** This is a follow-up course designed to augment Intermediate Algebra. The course will enable students to develop mathematical reasoning and the concepts needed to understand mathematical language. The course maintains program philosophy with respect to addressing the individual needs and learning experiences of participants. *(3) Fall, (3) Spring.*

**CHEM 131, 131L AA.** This course focuses on principles and topics selected from the fields of chemistry, geology, physics, astronomy, and meteorology. Subject matter includes such topics as: our solar system, energy relationships in our universe, the changing earth, atoms, molecules, chemical reactions, and causes and effects of weather changes. Three one-hour class sessions and one one-hour laboratory will be held per week. The course maintains program philosophy with respect to addressing the individual needs and learning experiences of participants. *(3) Fall, (3) Spring. Laboratory Fee \$25.00.*

**BIOL 131, 131L AA.** Fundamentals of Biology considers the principles of biology; the nature and organization of living matter; structure and function relationships; principles of growth and development. The course will proceed from the study of the simplest cells and organisms to the most complex. Three one-hour class sessions and one one-hour laboratory will be held per week. The course maintains program philosophy with respect to addressing the individual needs and learning experiences of participants. *(3) Fall, (3) Spring. Laboratory Fee \$25.00*

These courses address the English, Mathematics, and Science Core Curriculum Components of the General Education Requirements.

#### **THE COMPUTING ACADEMIC ENRICHMENT PROGRAM**

The Computing Academic Enrichment Program in the Division of Business is based on an evolutionary approach to academics and serves a three-fold purpose:

1. to provide business majors with enhanced computer-based instruction,
2. to respond to the need for supplemental instruction and computer literacy, and
3. to support and enhance academic enrichment across the business curriculum.

The CAEP, through its six service components, has been a driving force in the integration of relevant computer technology and innovative teaching and learning strategies into the Division of Business curriculum. These six components are: (1) the Computing Academic Enrichment Center, (2) the Learning Resources Center, (3) Computer Instruction, (4) Peer Teaching, (5) Computer-Aided Instruction, and (6) the Business Alumni Network (BAN).

#### **TEACHER EDUCATION RESOURCE PROGRAM - NTE/PRAXIS**

The Teacher Education Resource Program (TERP) houses the NTE/Praxis Laboratory. The purpose of the program is to assist prospective teacher education majors in developing their communication, critical thinking, and problem-solving proficiency, thereby enhancing their academic skills and their performance on the NTE/PRAXIS examination and other standardized tests. Skill building exercises in the areas of reading comprehension, grammar, writing, and, mathematics are presented in individualized, small group, and large group sessions.

#### **THE HUMANITIES COMPUTER LAB**

Located in Boyer 005, the lab teaches word processing to students in freshman composition classes. The lab offers assistance to students writing papers across the curriculum, as well as software for foreign languages building grammar skills, and for simple desktop publishing. Technical assistance is provided in using the computer for text-related computerized programs, business letters, resumés, outlines, bibliographies, graphs, and math equations. Internet connections are available with Netscape to browse the World Wide Web.

#### **THE MACLAB**

This lab is located in the Fine Arts Building (Room 105) and is a cluster of Macintosh computers, a scanner, and a laser printer for use by three areas: art, music, and communication. Art students do graphic arts with FreeHand, PhotoShop, and

Illustrator. Students in some music courses learn sequencing with Finale. Communication students in print journalism learn PageMaker for layout design and simple desktop publishing.

## THE WRITING CENTER

The Writing Center, located at Boyer 306, provides a free writing consultation service to all members of the academic community: students, staff, administrators, and faculty. Tutors help writers learn to analyze assignments, address audiences appropriately, improve their composing processes, strengthen the focus and organization of their writing, and improve their control of language. While the Center cannot provide a proofreading/editing service or a guarantee of better grades, the tutors will improve writing skills.

## DEGREES AWARDED

The academic program of Saint Augustine's College leads to two degrees: Bachelor of Arts and Bachelor of Science. These degrees are awarded in 36 different majors or areas of concentration.

### Majors Provided

#### For the Bachelor of Arts Degree:

- |  |  |
|--|--|
| 1. African-American Studies (Interdisciplinary)  | 10. Music Business                                       |
| 2. Art Studies                                   | 11. Music Education                                      |
| 3. Communication                                 | 12. Music Performance                                    |
| 4. Elementary Education                          | 13. Political Science                                    |
| 5. English                                       | 14. Psychology   |
| 6. English Education                             | 15. Social Studies Education                             |
| 7. Exceptional Children's Education              | 16. Sociology  |
| 8. History                                       | 17. Theater, Dance, Film (scheduled to begin in 1997/98) |
| 9. Modern Foreign Languages (French and Spanish) |  |

#### For the Bachelor of Science Degree:

- |                                 |   |
|---------------------------------|---|
| 1. Accounting                   | 15. Mathematics Education                                 |
| 2. Biology                      | 16. Human Performance (Physical Education [Non-Teaching]) |
| 3. Biology Education            | 17. Physical Education                                    |
| 4. Business Administration      | 18. Pre-Medical Sciences                                  |
| 5. Business Education           |   |
| 6. Chemistry                    |   |
| 7. Clinical Laboratory Science  | DUAL DEGREE PROGRAMS WITH NC STATE UNIVERSITY             |
| 8. Computer Information Systems | 19. Aero space Engineering                                |
| 9. Computer Science             | 20. Biological and Agricultural Engineering               |
| 10. Criminal Justice            | 21. Chemical Engineering                                  |
| 11. Industrial Hygiene/Safety   | 22. Civil Engineering                                     |
| 12. Industrial Mathematics      | 23. Industrial Engineering                                |
| 13. International Business      | 24. Materials Engineering                                 |
| 14. Mathematics                 | 25. Mechanical Engineering                                |

### Grading

The grading system is based upon semester hours; therefore, grade point averages are determined by the following criteria:

- A - excellent, 90 and above (four quality points per semester hours of credit)
- B - good, 80 to 89 (three quality points per semester hour of credit)
- C - fair, 70 to 79 (two quality points per semester hour of credit)
- D - passing but poor, 60-69 (one quality point per semester hour of credit)
- F - failure, below 60 (Punitive. No quality points)
- I - Incomplete (Quality points will not be used in the computation of averages, non-punitive.)
- WD - Withdrawal from the College (Not used in the computation of averages; therefore, non- punitive)

Required major courses in which students receive a grade of "D" in the major field must be repeated.

### **Minimum Rate of Work**

Students are expected to complete their respective curricula based upon the requirements of the program. If a student's enrollment status changes, completion of his/her program may be lengthened or shortened accordingly. Additionally, students must complete 50% of credits within each academic year. Students who receive an Incomplete or who withdraw from a course after the last day of the Drop/Add period will be subjected to the 50% credit ruling.

The minimum academic load during a semester for a regular, full-time student is 12 semester hours, excluding courses (with a grade of "D") being repeated. Academic loads of less than 12 hours are part-time and will be computed accordingly in order to determine the equivalent or fractional part of a full increment of academic work. The normal rate of full-time work is defined as 12 to 18 semester hours per semester. An academic load in excess of 18 hours is considered an overload and will require special approval of recommendations from the academic advisor in each case. A student's academic record will be reviewed at the end of each semester, or equivalent, to determine whether or not satisfactory academic progress is being made, i.e., as described and outlined in the Standards of Minimum Progress section.

Required courses in which students receive a grade of "D" in the major field must be repeated.

### **Standards of Minimum Progress**

A student who only meets the minimum standards of progress will be allowed to continue at the College. But for years one, two and three, such a student will be restricted to twelve (12) credit hours.

- a. at the end of the first year, the student has earned a minimum cumulative grade point average of 1.40;
- b. by the end of the second year, the student has earned a minimum cumulative grade point average of 1.60;
- c. at the end of the third year, the student has earned a minimum cumulative grade point average of 1.80;
- d. at the end of the fourth year, the student has earned a minimum cumulative grade point average of 2.00;
- e. at the end of the fifth year, the student has earned a minimum cumulative grade point average of 2.00.
- f. Students must complete 50% of credits attempted within each academic year.

### **Classification of Students**

Students are classified at the beginning of the regular school year or at the time of entrance if this is other than the beginning of the school year, based upon the number of credits earned as follows:

Freshman	0 - 29 semester hours
Sophomore	30 - 59 semester hours
Junior	60 - 89 semester hours
Senior	90 semester hours and above

### **Grade Appeals**

The instructor has the responsibility for evaluating course work and determining grades; however, the student has the right to appeal a grade that he or she believes to be in error.

The appeal process will involve the following steps (issue may be resolved at any level):

1. The student confers with the instructor involved.
2. The student and instructor confer with the Head of Department.
3. The student, instructor and Head of Department confer with the Division Chairperson.
4. If the above steps do not resolve the issue, the student may initiate a formal written appeal to the Dean of Academic Affairs for review and resolution.

Appeals should not be taken lightly by either student or instructor. A written appeal must be made no later than six weeks following the semester in which the grade in question was received.

### **Grade Reports**

Grade reports are made to each student at the end of each semester. A copy of the grade report is mailed to (1) the student at the home address of record and (2) the parent or guardian, if requested in writing by the student. After grades are submitted by the instructor, they are processed and issued by the Registrar's Office.



Students should examine their grade report carefully. If no grade report is received, the student should contact the Registrar's Office immediately.

### **The Incomplete Grade**

The grade of "I" (Incomplete) is given to denote that the student has maintained a passing average up to the time of final examinations but also has been, for reasons beyond his or her control, unable to fulfill some specific course requirement(s) such as the final examination, a notebook, an experiment, a research or term paper. Students are responsible for making arrangements with their instructors to complete the course work for the removal of an Incomplete prior to the conversion date.

The Office of the Registrar provides faculty a special form for the removal of "Incomplete." The grade must be removed prior to the conversion date stated on the academic calendar or the Incomplete ("I") will automatically convert to failure ("F"). This will apply also to non-returning students who have not filed a withdrawal from the College and who do not meet extenuating circumstances. The Incomplete grade will not be given in any case as a grade for mid-term progress.

### **Dropping or Adding A Course**

A student may add or drop a course prior to the deadline date which is listed in the College's academic calendar. The course changes will be recorded on the student's final transcript.

### **Withdrawal From A Course**

Withdrawing from a course is recognized as officially and permanently leaving after the add-drop period. A student may withdraw from a course after the drop-add period and will receive a grade of "W" if his/her withdrawal occurred during the two (2) weeks following the designated dates of the mid-semester examinations.

Students who desire to withdraw from a course should secure a Course Withdrawal Form from the Office of the Registrar. Processing of the withdrawal form will begin after the student has returned it to the Registrar's Office, with the signatures of the student and the professor. Students officially withdrawn from a course are assigned a permanent grade of "W" by the Registrar. Professors do not have the authority to assign, remove or change a grade of "W". Disagreements between the student and the professor (as related to withdrawal) are resolved by the Office of Academic Affairs. Students who stop attending a class without officially withdrawing will receive a grade of "F", unless extenuating circumstances can be provided and verified. (See also the section on class attendance.)

**NOTE:** Withdrawal refunds are based upon the plan listed in the Financial Information area of the catalog.

### **Course Substitution**

No more than two substitutions will be allowed in a student's program. Exceptions to this policy will be made on an individual basis. Requests for substitutions should be initiated by the academic advisor, who will make the request in writing to the Department/Division Head on behalf of the student. Subsequently, the Division Chairman will make the official recommendation to the Registrar.

### **Credit for Repeating a Course**

Credit and quality points of the highest grade received from a repeated course will be given only once, even if the course is repeated several times. Students must repeat major courses as well as selected General Education courses in which a grade of "D" was received (see General Education section for those courses). The course repeated must be taken at Saint Augustine's College. All students will be charged for repeated courses.

### **Academic Probation and Suspension**

Students must maintain a term grade point average of 2.0 not to be placed on academic probation. Academic Probationary status is reviewed at the end of each semester. Students on academic probation are limited to twelve (12) credit hours. Their academic advisors must review and approve their schedules.

Academic suspension is determined by a student not meeting the standards of minimum progress. The standards of minimum progress are determined by the cumulative grade point average at the end of each academic year and evaluated according to the scales of "Standards of Minimum Progress." Students who do not meet the standards of minimum



progress will be suspended for one semester. The reinstatement process must begin at least thirty days prior to the term of re-entry. A letter of petition should be directed to the Committee on Admissions in care of the Office of the Dean of Academic Affairs.

A student on academic suspension may improve his/her academic standing by attending Summer School at Saint Augustine's College on receipt of a letter of invitation from the Office of Academic Affairs. Attendance at Summer School does not purport automatic readmission to the College. The letter of petition for reinstatement must be submitted within the thirty day period prior to the fall term.

Financial Aid will not be available until the standards of progress are achieved.

### **Withdrawal from the College**

A student who wishes to withdraw from the College must secure a withdrawal application form from the Student Affairs Office and signatures from the professors and other college administrators. After the application has been properly signed and returned to the Registrar's Office, it is processed, thus rendering the student officially withdrawn from the College. College property (such as dorm keys and ID cards) must be returned to the Office of Student Affairs at the time of withdrawal. Upon completion of the withdrawal procedure, a grade of "W" is assigned to all courses in which a student is enrolled at the time of withdrawal. The transcript is also annotated with "withdrawal from school" and the date. A student who leaves the College without processing a formal withdrawal application form receives failing grades in each course in which he/she is registered. A student may withdraw from the College at any point up to two weeks before final exams.

**NOTE:** Withdrawal refunds are based upon the plan listed in the Financial Information area of the catalog.

### **CHANGE OF MAJOR**

The change of a major is an option available to students. However, students are required to follow the program of study in place at the time of the change of major. Forms for change of major may be obtained from the Office of the Registrar.

### **Qualitative Performance in Major**

All students must make a minimum grade of "C" in all courses in their major in order to receive credit for them. Students who make less than a grade of "C" in any course in their major must repeat the course.

### **TAKING A MINOR**

Academic Divisions/Departments can develop minor programs for students seeking a second area of professional development. A student who wishes to minor in a particular discipline must successfully complete eighteen (18) additional credit hours of required courses in the minor. The student must confer with the heads of the departments of the major and the minor to design the courses they will need to fulfill the requirements.

### **DEAN'S LIST, HONOR'S LIST, AND PRESIDENTIAL SCHOLARS**

The Dean's List is achieved by having a semester grade point average of 3.00 and above for a minimum of 12 credit hours; the Honor's List is achieved by having a cumulative grade point average of 3.00 or above; Presidential Scholars are students who have a cumulative grade point average of at least 3.65. A grade lower than "C" would disqualify a student from any of the foregoing lists.

### **HONORS PROGRAM**

#### **Purpose of the Honors Program**

With its emphasis on scholarship, leadership, and service, the Honors Program at St. Augustine's College is designed for the academically prepared and motivated student. The program provides academic stimulation, increased opportunities for interaction with faculty and peers, opportunities for leadership, encouragement to study and serve outside the boundaries of the traditional campus, involvement in special cultural events, and the support of a community of motivated learners. The Honors Program seeks to create a model for other students of the breadth and depth of the college experience and thus influence the academic and moral tone of campus life.

## Admission to the Honors Program

Talented high school seniors with a high grade point average and a minimum 950 SAT will be invited to apply for admission to the Honors Program. An essay and two letters of recommendation are required.

A few second-semester freshmen who have a 3.5 grade point average the first semester will be invited into the program, provided there is space in the classes. Rising sophomores who have completed 30 hours with a 3.3 grade point average may apply to the program for sophomore level honors courses. The application will include an essay and two recommendations and will be dependent on space. Transfer students with a 3.3 grade point average may apply to the program by completing an application and submitting two recommendations.

For all students admitted to the Honors Program, continuation in the program is dependent on maintaining a 3.0 grade point average, with no grade below a C, and fulfilling the requirements of the program at each applicable level.

## Requirements of the Honors Program

Freshmen honors students will be required to take 9 hours of specially designated honors (H) sections of the General Education Curriculum. Starting in the fall semester of 1997, English 131H and History 133H will be offered; in the spring semester of 1998, Biology 131H and English 132H will be offered.

Sophomores in the Honors Program take the Honors Seminar (HON 211) for 3 credit hours and 3-6 hours of General Education courses in special honors sections to fulfill the minimum 6 hours needed at this level to continue in the program.

Students on track to graduate with the "General Honors" designation on their diploma will complete 9 hours at the Junior/Senior level as well as participate in community service and leadership activities. All students will complete a thesis/research course for 3 hours (HON 400 or comparable departmental research course). The other 6 hours may be fulfilled by earning 3 hours honors credit as a part of Study Abroad or a specially designated internship program and 3 hours of Honors Contract\* in a course in the major, or by completing two Honors Contract courses.

Honors students will complete a 20 hour project of community service in the second semester of the freshman year or in the sophomore year. They will complete another 20 hour project in the junior or senior year. The purpose of the projects is to develop a commitment to giving back to the community, enriching both the lives of the students and those with whom they share their skills and their concerns.

---

\* A contract with a professor is a course in the major that specifies additional research, a special project, or responsibility for a portion of the course. General terms of the contract will be determined by the Honors Program; specific terms for each contract will be determined by the professor.

## Honors Course Descriptions

**HON 211. Honors Seminar.** A seminar comprised of students enrolled in the Honors Program. Students explore an interdisciplinary topic through readings and research under the direction of a team of faculty from two or more disciplines. (3) *Fall*.

**HON 400. Honors Thesis/Research Project.** A required course for students in the Honors Program who plan to graduate with the "General Honors" designation. Students enrolled will work with a major professor and with the Honors Program Director to design a thesis or project that requires the student to learn appropriate research techniques and develop a significant topic. The paper/project will be presented to a body of peers and faculty. A research or thesis course in the department may be substituted for this course with permission of the Honors Program. Other criteria deemed necessary by the program may also apply. (3) *Spring and Fall*.

**Honors designation for other courses.** Courses in the General Education Curriculum that are a part of the Honors Program will have the designation "H" after the course number. Courses in the major for which an honors student completes a contract that is arranged with the professor and the Director of the Honors Program will be awarded the "H" designation on the transcript, following the successful completion of the course and the contract..

## **THE LIFE LONG LEARNING PROGRAMS**

The purpose of this program is to provide traditional and non-traditional course offerings designed to give working, non-traditional and community college transfer students an option to pursue a degree and/or personal/professional development.

### **ALTERNATIVE TEACHER EDUCATION**

This program offers persons holding the bachelor's degree or higher the opportunity to complete coursework leading to certification in teacher education. Coursework is restricted to completion of professional education and specialty area requirements. A degree is not granted; rather, upon completion of course work and NTE/PRAXIS score requirements, the College will recommend the candidate to the state department for licensure or licensing renewal credit.

### **SECOND CHANCE TEACHERS PROGRAM**

The Second Chance Teachers Program is an accelerated program of professional education coursework offered to non-traditional students during weekend hours. The program is particularly designed to recruit and prepare military personnel for second careers in teacher education.

### **NON-DEGREE PROGRAM (COURSES, SEMINARS, INSTITUTES)**

This program is for students desiring credit/non-credit courses, seminars, institutes, etc., for personal and/or professional development.

### **ADULT DEGREE COMPLETION PROGRAM**

The nontraditional academic program is designed to address the learning needs of employed adults who prefer an educational delivery system that is convenient, participatory, and experientially related to the workplace. The program's cohort enrollment structure allows these exceptions to be met, but it requires a nontraditional calendar that is not linked directly to our academic calendar. Clear communication is necessary to give students a step-by-step understanding of their responsibilities as they proceed through an accelerated program schedule and to offer them adequate levels of support in the independent work required in the program. Additionally, the program needs to provide students with counsel and a plan for completing a baccalaureate degree - not just an academic major.

#### **Learning Goals:**

1. Students can communicate effectively in a variety of interpersonal and organizational settings;
2. Students demonstrate an understanding of ways that individuals and groups influence organizational behavior;
3. Students understand and demonstrate management theories, principles, processes and skills;
4. Students comprehend and can apply components of human resource planning, personnel selection, motivation and evaluation as these affect organizations;
5. Students understand and have analyzed principal decision-making resources that leaders use in organizational management;
6. Students have developed an understanding of the components of the research process which allows them to integrate, synthesize, and apply knowledge;
7. Students understand and appreciate the significance of self-esteem;
8. Students can communicate an understanding of ethics in a world-view context and are able to apply ethical decision-making in organizations; and
9. Students possess life-long learning attitudes and skills.

#### **Program Units:**

1. Major in Organizational Management: 40-42 semester credits comprise the major (see attached sample of course sequencing);
2. Prior Learning Credit (assessed by program evaluators);
3. An additional 6 semester credits of general education courses;
4. If applicable, students take wrap-up courses to meet graduation requirements, after completing the modular course work and earning as many prior learning credits as possible.



**THE ORGANIZATIONAL MANAGEMENT CURRICULUM  
MODEL ONE (42 CREDITS)  
(Plus 6 Credits of Institutional Electives)**

**TERM ONE (16 CREDITS)**

**PSYCH 301. ADULT DEVELOPMENT AND LIFE ASSESSMENT.** This course introduces the adult learner to adult development theory and links these concepts to life through a process of individual reflection. Both classical and contemporary adult development theory are examined. These theories then provide the paradigm for self-analysis and life assessments, the basis for understanding individuals within organizations. (3)

**ORGD 415. GROUP AND ORGANIZATIONAL BEHAVIOR.** This course is a study of group behavior and how group functioning affects organizational effectiveness. Emphasis is placed on decision-making and resolving conflict in groups. Adult learners develop strategies for efficient and productive group management and determine which tasks are handled by groups or individuals. (3)

**ORGD 425. ORGANIZATIONAL COMMUNICATION.** This course investigates communication and relationships in creating a productive work environment. Effectiveness in personal and social relationships is also covered through readings and exercises involving non-verbal communication, constructive feedback, dealing with anger, and resolving conflict. (3)

**ORGD 435. ORGANIZATIONAL CONCEPTS.** Adult learners examine the formal and informal functions of organizations and analyze an agency or organization based on a systems model. Adult learners will also analyze and solve organizational problems, using a step-by-step method. This analysis will be applied to adult learners' work-related independent study projects. (3)

**BUS 320. METHODS OF STATISTICAL RESEARCH AND ANALYSIS** Problem analysis and evaluation techniques are presented. Adult learners are shown methods for defining, researching, analyzing, and evaluating a problem in their work or a vocational environment that they have selected for an independent study project. Specific statistical information covered in the course includes identifying and measuring objectives, collecting data, working with significance levels, and analyzing variance and constructing questionnaires. (3)

**TERM TWO (13 Credits)**

**GENERAL EDUCATION ELECTIVE TO BE SELECTED BY INSTITUTION (3)**

**BUS 360. MANAGERIAL PRINCIPLES.** Adult learners examine motivational theory and its application to individual and group functioning in work and home situations. Leadership styles related to particular circumstances are analyzed. Negotiation is covered through readings and class practice, with an analysis of the effect on productivity. (3)

**BUS 365. MANAGERIAL ECONOMICS.** Adult learners focus upon the principles of economics as they need to be understood and used by managers and supervisors in all fields. In this era of 'downsizing' or 'rightsizing' brought on by international competition and globalization of every part of our American way of life, it is crucial that managers at every level understand and use the principles of economics to aid in making sound decisions. The objective of this module is to provide adult learners with a sound foundation of economic principles and theory that can be used in making managerial decisions that relate to resource allocation. (3)

**BUS 370. MANAGERIAL ACCOUNTING AND FINANCE.** This module covers numerous topics from the fields of accounting and finance; both are critical to every business organization. Some of the topics to be addressed can be isolated. Many are interrelated. The overall focus of this module is on the managerial understanding of both accounting and finance as reflected in financial statements, their relationship to each other, and how data in financial statements is used in evaluation, planning, and control in an organization. (4)

**BUS 375. MANAGERIAL MARKETING.** Principles of marketing that need to be understood by managers in all areas in order to develop and utilize effective marketing practices are examined. Concepts of our global economy, including major social, psychological, and political influences, will be explored and their marketing implications considered from a manager's perspective. (3)



### TERM THREE (13 Credits)

#### GENERAL EDUCATION ELECTIVE TO BE SELECTED BY INSTITUTION (3)

**ORGD 445. HUMAN RESOURCE ADMINISTRATION.** Adult learners explore the values and perceptions of selected groups affecting social and economic life, through an analysis of policies and practices of recruitment, selection, training, development and compensation of employees. Special attention is given to Equal Opportunity and Office of Safety and Health Administration Legislation, through a series of case studies and simulations. (3)

**BUS 450. STRATEGIC PLANNING.** This course introduces adult learners to various management planning models and techniques and applies these to business cases. It stresses the concepts of strategic planning and strategic management. (3)

**ORGD 455. PERSONAL VALUES AND ORGANIZATIONAL ETHICS.** Several major ethical theories are reviewed. Adult learners are asked to examine personal values through readings and workplace analysis to formulate a management philosophy incorporating business ethics, government accountability, human rights, and a responsible lifestyle in the contemporary world. (3)

**ORGD 465. ACTION RESEARCH PROJECT.** The Action Research Project is a major research effort designed to enhance knowledge in an area related to one's work or community and provide research skills to assist in effective decision-making. The adult learner completes a research project related to his/her employment environment. Statistical analysis concepts and methods assist the adult learner in identifying a topic, collecting data, and measuring results. A college faculty member monitors the progress of the independent study, and an on-site contact makes certain that the adult learner devotes at least 200 clock hours to the project. An oral report of project findings is given by each adult learner in this semester.

##### **ACTION RESEARCH PROJECT SEMINAR A** *(Term I - 1 Semester Credit)*

The Research Project is a major research effort designed to enhance knowledge in an area related to one's work or community, improve writing skills, improve presentation skills and provide research skills to assist in effective decision-making. In this module, the students will define the topic, locate the sources, and begin the research and writing.

##### **ACTION RESEARCH PROJECT SEMINAR B** *(Term II - 1 Semester Credit)*

During this module, students will conduct interviews for the project and make their first oral presentation.

##### **ACTION RESEARCH PROJECT SEMINAR C** *(Term III - 3 Semester Credits)*

The Research Project culminates in a final reporting by the student to include learning in:

- 1) new knowledge gained from the research and synthesis on the chosen topic;
- 2) higher-level skills in the presentation of findings and conclusions;
- 3) writing skills as evidenced by the written report due at this time; and
- 4) improved research skills by which the student can gather data and synthesize that data toward usable conclusions.

### ADMISSION REQUIREMENTS

Application for admission must be made on a form furnished by the Director of Admissions. Prospective matriculants may be admitted to the College by August 1. All qualified applicants receive consideration for admission to Saint Augustine's College without regard to race, creed, color, sex or national origin.

Before an admission decision can be reached on an application, the following materials must be received by the Office of Admissions at Saint Augustine's College:

1. All transcripts, which must be sent to the Office of Admissions directly from the high school or college through the mail by the appropriate officials, reflecting evidence of the applicant's academic eligibility. Prospective matriculants must be high school graduates whose grades indicate probable success in college;
2. Satisfactory evidence that the following high school units have been completed in a secondary school approved by a recognized accrediting agency:

<b>English</b>	<b>4 units</b>
<b>Mathematics</b>	<b>3 units (1 must be Algebra)</b>
<b>Science</b>	<b>2 units</b>
<b>Social Studies</b>	<b>2 units</b>
<b>Electives</b>	<b>9 units</b>
<b>TOTAL</b>	<b>20 units</b>

Students who have successfully completed the General Education Development Test (GED) may be considered for admission by satisfying the following criteria:

3. Endorsement by reliable persons as to the applicant's character and personality;
4. A statement of honorable withdrawal from the college last attended;
5. Current Health and Immunization Certifications (required);
6. The Scholastic Aptitude Test (SAT) or the American College Test (ACT). Scores are required for all first-time College freshmen. Students who have taken either examination must provide the Admissions Office a copy of the scores as a part of their required admissions materials. Students who have not taken either test prior to enrolling will be provided the opportunity to do so during the week of freshman orientation. The cost of taking the examination will be borne by the student.

### **MATRICULATION FEE**

Every application for admission must be accompanied by a \$25.00 fee. This is an administrative fee and is not refundable.

### **HOUSING/ROOM DEPOSIT**

A room deposit of \$25.00 must be sent in order to reserve room space for any applicant who plans to live in College housing. Deposits should be made before July 1 for the fall term and by December 1 for the spring term. The deposit is refundable only to those students who are rejected by the institution, or those who request a refund by the aforementioned dates; otherwise, the deposit will be forfeited.

### **FOREIGN STUDENTS**

A prospective foreign student is required to submit the following materials before an admissions decision can be reached on his/her application:

1. An application form furnished by the Director of Admissions;
2. Transcripts of work completed on the secondary level and on the college level, if applicable. The transcript must be the original copy or a certified photostatic copy;
3. Proof of proficiency in English (TOEFL);
4. A statement of the applicant's financial resources showing that he/she can meet U. S. study costs. Payment of total expenses for the first year is required before the I-20 can be released. This must be accomplished prior to enrollment;
5. A report listing scores made on the SAT or ACT;
6. Current Health and Immunization Certificates.

A foreign student attending another U. S. institution will not be considered for admission on a transfer basis until he/she has completed at least one semester (preferably one year) of study at the institution which issued the I-20 form and has completed all transfer requirements as listed in items 1-6 above.

### **TRANSFER STUDENTS**

A transfer student will have his/her academic status evaluated based on the number of accepted credit hours that are transferred from the institution(s) he/she previously attended.

A student transferring from another college must submit to the Office of Admissions official transcripts verifying completion of high school or the G.E.D., and college credits. If the student has attended more than one college or university, official transcripts from each institution previously attended must be received before an admission decision can be made on the application. All entrance materials should be received at least thirty days before the beginning of the semester in which the applicant desires to enroll.

The Office of Admissions makes the initial evaluation of courses taken at other institutions. All courses with grades "C" or better will be transferred to the College and grades of less than "C" are not given consideration. Additionally, credit hours

but not quality points are transferable. Coursework taken at another institution will be evaluated by the head of the department to determine if the work is applicable toward fulfillment of graduation requirements in the student's major. A recommendation will be submitted to the Dean of Academic Affairs and the Registrar for consideration of approval.

To complete his/her academic program, a transfer student is expected to conform to the academic requirements of Saint Augustine's College that are current at the time of his/her enrollment at the College. The general requirements listed in the catalog must be met and the final 30 semester credit hours must be earned at Saint Augustine's College or in residence (CRC).

## **VETERANS AND VA RECIPIENTS**

Saint Augustine's College is approved for the enrollment of Veterans and other VA recipients of benefits. Veterans who are seeking VA assistance should apply to the Registrar. If accepted by the College, Veterans and VA Benefits Recipients should apply immediately to the nearest regional office of the Veterans Administration for a certificate of eligibility and entitlement, indicating clearly their educational objective. The Veterans Program is approved by the State Approving Agency of the University of North Carolina (UNC) General Administration. In addition to the general admissions requirements, the Veterans and VA Benefits Recipients are expected to satisfy the following:

1. Pay all expenses in the same manner required of non-veterans. (This does not apply to Vocational Rehabilitation applicants.);
2. Report to the Registrar's Office during the designated time in order to complete all VA information;
3. Attend orientation sessions at the beginning of each semester;
4. Attend counseling sessions with the VA Coordinator; and
5. Make sure that daily attendance records are updated by the instructors, and bi-monthly schedules are signed and submitted to the Registrar's Office by the deadline date.

Records of Progress are kept by this institution on veterans and non-veterans alike. Progress records are furnished to both veterans and non-veterans at the end of each school term.

## **READMISSIONS**

Persons may contact the Office of Admissions for the process governing readmissions. Students will be required to follow the program of study in place at the time of readmission.

### **Academic Forgiveness**

Any former Saint Augustine's College student who has experienced a lapse of enrollment at the College for three (3) consecutive academic years may petition the Dean of Academic Affairs once for readmission and to have all course work, or any grade below "C" and hours attempted, disregarded in calculating the student's grade point average.

## **GRADUATION REQUIREMENTS**

Candidates for graduation must apply to their respective department head to verify their eligibility to apply to the College for admission to candidacy for graduation. The application should be filed within the first 31 days of classes during the semester immediately prior to that in which the student plans or expects to graduate. The department head will review the academic record of the student to determine whether or not he/she has satisfactorily completed all requirements of his/her major. To qualify for the baccalaureate degree from Saint Augustine's College, the student

1. must have completed the General Education requirements and those of his/her major (at the time of matriculation or readmission in his/her subject area;
2. must have passed all required courses in the major with a "C" or above;
3. must have earned a cumulative grade point average of 2.00 or above;
4. must have earned the last 30 hours of course requirements in a major in residence at Saint Augustine's College. (The Cooperating Raleigh College Consortium is considered "in residence.");
5. must have completed, as a transferee from a junior college, community college, or technical institute, a minimum of 60 semester hours at Saint Augustine's College;
6. must be cleared of all financial obligations to the College;
7. must participate in all commencement exercises, unless excused by the President upon the recommendation of the Dean of Academic Affairs;
8. must pay the following graduation fees:



a. diploma	\$20.00
b. cap, gown, and hood	30.00
c. transcript	5.00

Students who are approved for graduation *in absentia* receive their diplomas through Registered U. S. Mail. A cash payment of \$10.00 is required for each backdated order for diploma replacement and a cash payment of \$5.00 is charged each student who is not present to receive his/her diploma at graduation and subsequently requests that it be mailed.

### Honor Graduates

To graduate with honors, a student must have earned a cumulative grade point average of 3.10 or greater at the College. A student with any grade less than "C" cannot graduate with honors.

Honor recognitions are as follows:

Summa Cum Laude	3.70 to 4.00
Magna Cum Laude	3.40 to 3.69
Cum Laude	3.10 to 3.39

## REGISTRATION AND RECORDS

### Office of the Registrar

The Office of the Registrar is the unit responsible for maintaining academic records. Also, the Office is responsible for enrolling students in courses and assisting with the enforcement of academic policies and practices.

The Registrar serves as the official head of the unit and is responsible for keeping the College seal and certifying students for graduation.

### Pre-Registration

Currently enrolled students are required to pre-register for the following semester. The procedures for pre-registration are published in the Master Course Schedule located in the Registrar's Office. The dates and times for pre-registration are included in the college calendar. Students who fail to pre-register will be assessed a fee of \$100.00. Pre-registration for overloads is not permitted during pre-registration.

### Registration

In order to be officially enrolled in classes, the registration process must be completed. The registration process is provided by the Registrar's Office for each semester. Students are responsible for complying with all registration procedures and policies, including payment of cost, which is a part of registration. A late registration fee of \$100.00 will be assessed against any student who fails to complete registration within the specified period for regular registration.

### Auditing Courses

Students may audit a course, provided they complete the registration process and pay the regular tuition rate per hour. Neither grades nor credit hours will be given for auditing. The fee for auditing a course shall be our regular tuition rate per hour. If the course involves a laboratory fee, the amount of that fee shall be an additional cost.

### Overloads

A course load in excess of 18 hours is an overload. A student whose cumulative grade point average is less than 3.00 may not register for overload hours in any semester. **No freshman may take an overload.** Overloads must be approved by the Department Head or the Division Chairperson and the Dean of Academic Affairs. Refer to the Financial Section for overload charges. Additionally, registration for overloads is granted at the time of official fall semester and spring semester registration only.



## **Transcripts**

Transcripts are issued upon the written request of the student or an agent authorized by the student. Students/Alumni must be financial with the College in order for a request to be honored.

The following constitute the criteria for release of a transcript:

1. Request should be made 10 days prior to the date needed.
2. A charge of \$5.00 is required for each transcript. The fee must be paid before a transcript will be released . The alumni fee is \$5.00.

Transcripts sent directly to students/alumni do not carry the College seal and are not official. The seal is attached when the transcript is sent directly from the College to another college/university, authorized agency or prospective employer.

## **Release of Student Information Family Educational Rights and Privacy Act of 1974 (The Buckley Amendment)**

Annually, Saint Augustine's College informs students of the Family Educational Rights and Privacy Act of 1974, as amended. This Act, with which the institution intends to comply fully, was designated to protect the privacy of educational records, to establish the right of students to inspect and review their educational records, and to provide guidelines for the correction of inaccurate or misleading data through informal and formal hearings. Students also have the right to file complaints with the Family Educational Rights and Privacy Act Office (FERPA) concerning alleged failures by the institution to comply with the Act.

The College policy explains in detail the procedures to be used for compliance with the provision of the Act. Copies of the policy can be found in the Registrar's Office.

## FINANCIAL INFORMATION

### EXPENSES

The average cost of the College for each student exceeds the basic charge made to the student. The College must obtain the remainder from endowment income and gifts to offset the difference between the actual cost and the amount the student pays. The basic charge does not include laboratory and other special fees or expenditures for books and supplies.

Students are expected to meet their financial obligations promptly and without notice from the Business Office. It is their personal responsibility to keep their parents or guardians informed of all charges, even though the Business Office will send statements each semester. Saint Augustine's College emphasizes promptness in the payment of bills as an educational experience. All students must meet their financial obligations to the College by the deadline date indicated in the school calendar. Those who do not settle their financial affairs by that date may be asked to withdraw or may be summarily suspended from Saint Augustine's College. The College reserves the right to raise or lower any or all charges and to require full payment of same at the beginning of each semester.

#### ESTIMATED GENERAL EXPENSES FOR THE COLLEGE YEAR 1996-97

	BOARDING STUDENT		NON-BOARDING STUDENTS	
	<u>1ST SEMESTER</u>	<u>2ND SEMESTER</u>	<u>1ST SEMESTER</u>	<u>2ND SEMESTER</u>
* Tuition	\$2,260	\$2,260	\$2,260	\$2,260
General Fees	882	882	882	882
**Room & Board	1,984	1,984		
Breakage Fee - New Students	25		25	
TOTAL	5,151	\$5,126	\$3,167	\$3,142

#### ESTIMATED GENERAL EXPENSES FOR THE COLLEGE YEAR 1997-98

	BOARDING STUDENT		NON-BOARDING STUDENTS	
	<u>1ST SEMESTER</u>	<u>2ND SEMESTER</u>	<u>1ST SEMESTER</u>	<u>2ND SEMESTER</u>
* Tuition	\$2,340	\$2,340	\$2,340	\$2,340
General Fees	940	940	940	940
**Room & Board	2,000	2,000		
Breakage Fee - New Students	25		25	
TOTAL	5,305	\$5,280	\$3,305	\$3,280

\* All students who carry more than 18 hours must pay an additional \$135.00 per credit hour at registration. All students registering for less than 12 hours will be charged \$185.00 per credit hour and an additional \$185.00 for general fees. Course fees are not included in this estimate and the charge may vary from \$10.00 to \$100.00, depending on the subjects taken.

\*\*Residence Hall charges will vary by \$50.00 to \$100.00 per semester, based on the facility.

All purchases of books, supplies and other items are expected to be paid by cash or credit card, at the time of purchase, in the College Book Store.

The total amount for the semester is due at registration, along with any balance from previous charges. Students are expected to meet their financial obligations promptly and without notice.

Students whose parents are applying for Plus Loans may be required to make a deposit of \$1,500 at registration, which would be refunded once the loan proceeds are received.

Arrangements may be made with Academic Management Services, Inc. (AMS) or Educational Management Services (EMS) to make payments by the month, if application is made before the start of the registration period. At least two payments must be made before financial clearance can be given at registration. Applications are available in the Business Office.

The goal of the Financial Aid Office is to provide a financial package to cover the difference between the student's budget and the amount revealed by his or her official need analysis. Students and prospective students are urged to file an application for financial aid early and follow-up on any additional information needed to make an award. The College's Financial Aid Office is available to assist with the application.

### PAYMENTS, REFUNDS AND COMMENTS

1. **ALL PAYMENTS MUST BE MADE BY CASHIER'S CHECK, CERTIFIED CHECK OR MONEY ORDER. NO PERSONAL CHECKS WILL BE ACCEPTED.**
2. All checks or money orders should be made payable to **SAINT AUGUSTINE'S COLLEGE.**
3. No refunds will be made at the time of payment from checks made payable to Saint Augustine's College.
4. Envelopes should be addressed to:

Vice President for Business and Finance  
Saint Augustine's College  
1315 Oakwood Avenue  
Raleigh, North Carolina 27610-2298

5. If payments are not made as scheduled, the College reserves the right to withdraw its services and accommodations and/or possibly place the student on Financial Aid suspension.
6. When a student has been duly accepted and registered, it is considered a formal and explicit contract for the year. Should a student officially withdraw or become suspended during the first nine weeks of school, a *pro rata* portion of tuition and fees is refundable. Failure to process the proper forms at the time of withdrawal or suspension makes the student liable for the entire charge for the semester. Withdrawal cannot be retroactive for previous years.
7. Any expense incurred in an emergency by the College for the student will be charged to the student's account and must be paid within thirty (30) days.
8. All students who have outside scholarships, grants or loans must bring a check or a letter from the granting institution or agency with them on or before registration day.
9. Veterans attending the College, under the provision of Public Law 89358, G.I. Bill, are responsible for meeting their expenses and any payment plans must be submitted for approval prior to registration.
10. The College reserves the right to increase/decrease any or all charges and to require full payment of the same at the beginning of each semester.

### REPAYMENT POLICY

A "repayment" is the amount of the cash disbursement that a student must pay back to the College if the student withdraws from the institution. (The cash disbursement is the payment from financial aid that the school makes to the student for living expenses, usually after the student's account has been credited for any charges.) The Financial Aid Office will decide if the cash disbursement was greater than the student's living expenses while he or she was enrolled at the College. If the student received financial aid from the Student Financial Aid Programs (except for Federal College Work Study or Federal Direct Loans), a portion of any repayment must be returned to those programs.

For students who begin classes, books and supplies are considered to be expended as of the first day of classes because books cannot be returned for cash.

Some programs have specific repayment provisions for students who withdraw. If the refund is insufficient to cover the required repayment, it will be the responsibility of the student to make the necessary repayment.

A student who owes a refund to any federal financial aid program cannot receive any type of federal aid for future enrollment, unless repayment arrangements have been made with the Financial Aid Office, a previous institution or institutions or the Department of Education.

## Refund Policy

Tuition and fees are refunded according to the following schedule:

### Federal Refund Policy for First-time Freshmen

	<u>REFUND</u>	<u>CHARGE</u>
Withdrawal before classes begin	100%	0%
Withdrawal during the first week	90%	10%
Withdrawal during the second week	80%	20%
Withdrawal during the third week	80%	20%
Withdrawal during the fourth week	70%	30%
Withdrawal during the fifth week	70%	30%
Withdrawal during the sixth week	60%	40%
Withdrawal during the seventh week	50%	50%
Withdrawal during the eighth week	40%	60%
Withdrawal during the ninth week	30%	70%
<b>No refund after the ninth week</b>		

### Federal Refund Policy for Returning Students

	<u>REFUND</u>	<u>CHARGE</u>
Withdrawal before classes begin	100%	0%
Withdrawal during the first week	90%	10%
Withdrawal during the second week	50%	50%
Withdrawal during the third week	50%	50%
Withdrawal during the fourth week	50%	50%
Withdrawal during the fifth week	25%	75%
Withdrawal during the sixth week	25%	75%
Withdrawal during the seventh week	25%	75%
Withdrawal during the eighth week	25%	75%
<b>No refund after the eighth week</b>		

Any student who officially withdraws from the College after the ninth week is responsible for all charges incurred. Any financial aid recipient who drops a course or courses after the add/drop period will not have his/her financial aid or charges adjusted.

If a student who withdraws from Saint Augustine's College is due a refund under the policy above, the following formula will be used to determine the portion to be refunded to the Title IV programs:

$$\text{REFUND X } \frac{\text{Title IV Aid Awarded (minus FWS) For the Semester}}{\text{All Aid Awarded (minus FWS)}} = \text{Amount to SFA Programs}$$

The policy of Saint Augustine's College is to return the Financial Aid portion of the refund to the programs in the following order:

#### TITLE IV PORTION OF REFUND

1. Federal Direct Loan
2. Federal Direct Unsubsidized Loan
3. Federal Direct PLUS Loan
4. Federal Perkins Loan
5. Federal Pell Grant
6. Federal SEOG Grant
7. Other Title IV Assistance

#### NON-TITLE IV PORTION OF REFUND

1. Student
2. North Carolina Contractual Grant
3. NC Incentive Grant
4. NC Tuition Grant
5. Institutional Scholarship
6. Other

FAILURE TO PROCESS THE PROPER FORMS AT THE TIME OF WITHDRAWAL MAKES THE STUDENT LIABLE FOR THE ENTIRE CHARGE FOR THE SEMESTER. WITHDRAWAL CANNOT BE RETROACTIVE FOR PREVIOUS YEARS.

## FINANCIAL AID ELIGIBILITY REQUIREMENTS

Saint Augustine's College offers a variety of financial aid programs to assist students who are not able to afford the cost of attendance at the College. Eligibility for all aid programs at Saint Augustine's College, except those designed to recognize



exceptional academic, athletic and performance ability, is based on financial need. Financial need is the cost of attendance minus the Expected Family Contribution (EFC). The College makes every effort to insure that every qualified student will have an opportunity to attend, regardless of financial ability. Approximately 90% of the students enrolled at Saint Augustine's College receive some type of financial aid. These students are enrolled in all academic departments and involved in all areas of college life.

When a student withdraws from the College, the institutional refund policy is applied. The Registrar's Office sends a list of students who withdraw to the Financial Aid and Accounting offices. Charges are calculated by the Accounting Office. The Financial Aid Office completes a refund sheet and forwards it to the comptroller for determining refunds. The Accounting Office completes a refund calculation sheet on each student and forwards it to the Financial Aid Office. The Director or Assistant Director of Financial Aid then calculates the amount of aid to be refunded to each program from which the student withdrew and readjustments are made in the computer and in the student's file. The student's account is then updated. A copy of the refund calculation sheet is placed in the student's file.

When a Federal Direct Subsidized Loan, Direct Unsubsidized Loan, or Direct Plus Loan is part of the award and a refund is due, a memo is sent to the Accounting Office to make a check payable to the Direct Loan Servicer from the student's account. The check is made by the Accounting Office and disbursed by the Business Office. Notification is sent to the Financial Aid Office on behalf of the student. A letter is sent with each check explaining the reason for its return. A copy of the letter to the servicer is filed in the student's folder.

The institutional rationale for its refund distribution is that the Federal Direct Loan and Federal Perkins Loan must be repaid by the student, so as to avoid potential problems with the institutional default rate and loss of student eligibility for further Title IV funds, should the student default.

Financial Aid is considered to be for direct educational costs: tuition, fees, room and board, if in College housing. Therefore, if a student withdraws and is scheduled to receive a refund of tuition and fees, funds will be returned to the appropriate program(s) from which the student received aid.

### **Application Procedures**

To be considered for most financial aid at Saint Augustine's College, all students are required to:

1. Be admitted to the College;
2. Complete the Saint Augustine's College Application for Financial Assistance;
3. Complete the Free Application for Federal Student Aid (FAFSA);
4. Not be in default on a Federal Stafford or Federal Perkins Loan; and
5. Maintain satisfactory academic progress.

### **APPLICATION RENEWAL AND DEADLINE**

Financial Aid awards are not automatically renewable. Students must reapply for financial assistance each year. Aid is awarded on a first come-first served basis. Students must have all required forms completed and on file in the Financial Aid Office by April 15 for priority consideration. Students are encouraged to apply for aid before the priority deadline. Applications received after the priority deadline will be awarded based upon available funding.

### **DESCRIPTION OF FINANCIAL AID PROGRAMS**

Saint Augustine's College administers four categories of student financial aid. They are (1) grants; (2) loans, (3) employment and (4) scholarships. Grants and scholarships are considered "gift aid" that does not have to be repaid. Loans and employment are considered "self help" aid. Loans are repayable at nominal interest rates and assistance from employment has to be earned. These programs are administered according to specific regulations and requirements. A description of the different types of programs available at Saint Augustine's College is listed below:

#### **GRANTS**

**FEDERAL PELL GRANT** - This is a federal entitlement program designed to provide financial assistance to eligible undergraduate students with financial need. The amount of the grant is determined by the number of hours the student is taking, the expected family contribution (EFC), and the cost of attendance at the institution. Each applicant receives a Student Aid Report (SAR) as a result of filing the FAFSA. To insure the proper processing, information from the current

federal income tax return should be used. Students should submit all copies of the SAR to the institution in which they plan to enroll.

**FEDERAL SUPPLEMENTAL EDUCATIONAL OPPORTUNITY GRANT (SEOG)** - This is a program that provides grants ranging from \$100 to \$4,000 an academic year to exceptionally needy students, with priority given to Federal Pell Grant recipients. This grant is administered by the Financial Aid Office. The student must complete the FAFSA to be considered for this grant.

**NORTH CAROLINA STUDENT INCENTIVE GRANT (NCSIG)** - This is a need-based grant ranging from \$200 to \$1,500 per academic year. It is administered by the State of North Carolina through College Foundation, Inc. In order for an applicant to be considered, the student must complete the FAFSA before March 15 of the year in which he or she is applying for financial aid. The applicant must be a resident of North Carolina.

**NORTH CAROLINA LEGISLATIVE TUITION GRANT (NCLTG)** - This grant is available to all full-time residents of North Carolina who are attending Saint Augustine's College. The student must complete a brief application with the Registrar at registration. These funds are credited to the eligible student's account. The amount of the grant is subject to change each semester.

**NORTH CAROLINA CONTRACTUAL GRANT** - The State of North Carolina appropriates funds to be administered by Saint Augustine's College to assist exceptionally needy North Carolina students, with priority given to Federal Pell Grant recipients. To be eligible for this grant, the student must complete the FAFSA, must be a North Carolina resident, and must have demonstrated financial need. The amount of the grant ranges up to the cost of tuition.

## LOANS

**FEDERAL PERKINS LOAN** - This loan is administered by the Financial Aid Office to provide long-term, low-interest loans to students who demonstrate financial need. A student may borrow up to a maximum of \$3,000 for each undergraduate year. The total amount borrowed cannot exceed \$15,000 for all undergraduate years. Repayment begins nine months after the student graduates, withdraws or ceases enrollment. The interest rate is 5%. The student must complete the FAFSA to be considered for this loan.

**FEDERAL DIRECT SUBSIDIZED LOAN** - This program provides low-interest, long-term loans to eligible students attending school at least half-time. Loans are made through the federal government. The funds are sent to the school to be disbursed on the student's account. The maximum loan amount an academic year is \$2,625 for a freshman; \$3,500 for a sophomore and \$5,500 for a junior or senior. The maximum aggregate loan amount for an undergraduate student is \$23,000. Interest is not charged while the student is enrolled in school. Repayment begins six months after the student graduates, withdraws or ceases attending school at least half-time. Students must demonstrate financial need. The student must complete the FAFSA to be considered for this loan.

**FEDERAL DIRECT UNSUBSIDIZED LOAN** - This program was created for students who do not qualify for the maximum amount of the Federal Direct Subsidized Loan program. This loan is not based on need. The terms and conditions are the same as the Federal Direct Subsidized Loan program, except that the student is responsible for interest that accrues while he/she is enrolled in school on at least a half-time basis. The student may choose to pay the interest while enrolled in school or allow it to accumulate and be capitalized. The interest will be added to the principal and will increase the amount the student will have to repay. A four (4%) origination fee is deducted from each loan disbursement. The interest rate is variable and will not exceed 8.25%. Repayment may be deferred until six months after the student ceases attending school on at least a half-time basis.

**FEDERAL DIRECT PLUS LOAN** - This is a low-interest loan for parents of dependent students who want to borrow to help pay for their child's education. The student must be enrolled for at least half-time. The maximum amount a parent can borrow is the cost of attendance minus any financial aid offered to the student. The interest rate is variable but will not exceed 9% for first-time borrowers. Parents who have no adverse credit history are eligible for the Federal PLUS loan. There is a 4% origination fee deducted from the loan. Repayment begins sixty (60) days after the loan proceeds have been disbursed.

## EMPLOYMENT

**FEDERAL WORK STUDY PROGRAM (FWS)** - This program provides part-time employment to eligible students who are enrolled at Saint Augustine's College. Students earn at least the minimum wage and work approximately 8-12 hours per week. Federal Work Study provides the student with the opportunity to gain valuable experience as well as earn money to assist with meeting their educational expenses. Students are employed by a variety of departments and offices. Students are paid monthly according to the pay schedule given at the time of the assignment. The student must complete the FAFSA to be considered for Federal Work Study.

**COLLEGE WORK-AID** - This is a work program funded by the institution to assist a limited number of students with on-campus employment. These funds are administered by the Financial Aid Office. It is an institutional program similar to the Federal Work Study program. Students may work up to 20 hours per week and earn at least the minimum wage.

## **SCHOLARSHIPS**

Saint Augustine's College offers a limited number of scholarships to students who demonstrate outstanding academic achievement. It also provides tuition remission to students whose parent or spouse is employed at the College. In addition, the College provides scholarships based on athletic ability, leadership potential and special talents. Admission scholarships are available for freshmen with high SAT scores and academic abilities.

The College provides a large number of competitive scholarships that are awarded to students from private donors and public agencies. Students must complete a scholarship application and submit it to the Financial Aid Office by the designated deadline date. The recipients of these scholarships are selected on a competitive basis and are usually announced during the Commencement program at the end of each school year.

## **SATISFACTORY PROGRESS POLICY**

Financial Aid recipients who do not meet the minimum standards of progress as outlined in the General Information section above will be notified at the end of the academic year that their financial aid has been suspended.

## **FINANCIAL AID SUSPENSION**

Any financial aid recipient who does not maintain the minimum standards of satisfactory progress, may be placed on financial aid suspension. Students placed on financial aid suspension must raise the number of credit hours successfully completed and/or the cumulative grade point average to the minimum requirements outlined above in order to be removed from financial aid suspension. Students who do not raise their level of performance to the minimum requirements will not be eligible to receive financial aid. Students on financial aid suspension will remain ineligible to receive financial assistance until the minimum academic requirements are satisfied or an appeal has been approved.

## **APPEALS AGAINST FINANCIAL AID SUSPENSION**

Appeals against financial aid suspensions must be made in writing to the Director of Financial Aid. Appeals should explain why satisfactory progress was not maintained and why aid should not be suspended. Documentation should also be submitted to verify reasons for the appeal. Acceptable reasons for appeals are:

1. Personal illness or accident documented by the attending physician or medical care unit;
2. Serious illness or death within the immediate family. Immediate family includes parents, guardians, sisters, and brothers;
3. Cancellation of classes or withdrawal from the College; and
4. Other extenuating circumstances considered acceptable by the College.

The Director of Financial Aid will review the appeal request with an appointed Financial Aid Appeals Committee. The Financial Aid Appeals Committee will review the appeals for financial aid suspension and make a decision as to the approval or disapproval for reinstatement of aid. Students whose appeals are approved are required to report to their Academic Advisor. The Financial Aid Director will notify all students in writing within fifteen days as to the result of their appeal. The Academic Advisor will direct the student to counseling, academic tutoring, student services or any other department, as needed. The academic advisor will also discuss with the student any problem that may be a hindrance to academic progress.

After financial aid has been terminated, students may re-establish satisfactory progress by one of the following methods:

1. taking courses in Summer School;
2. repeat failing courses;
3. removing incomplete grades.

The Financial Aid Committee may set specific terms for re-attaining eligibility, which may include the student paying his/her own cost for a specified time.







### THE MISSION OF SAINT AUGUSTINE'S COLLEGE AS RELATED TO THE DEPARTMENT OF STUDENT AFFAIRS

The mission of Saint Augustine's College is to train students to think critically and independently, to be prepared for the work force, and to promote a sense of giving back to the community. The Student Affairs staff seeks to develop and facilitate learning and living experiences that support this mission.

Students are our primary "customers." They are provided opportunities through the programs of Student Development, Student Activities, Student Government, College Union, Residence Hall Assistant and leadership programs to gain experiences which promote critical and independent thinking. In addition, these experiences provide opportunities that prepare students for the work force and to evaluate possible future careers. The Student Affairs staff supports academic and institutional goals by serving as an integrating factor. Our uniqueness in the Student Affairs Department rests on our aim to fashion a significant variety of constituencies at Saint Augustine's College.

#### HOUSING

Living accommodations are provided for students through campus residence halls. Each residence hall is supervised by a resident counselor, along with an assistant. Students may reserve rooms through the Office of Student Affairs. However, the College may not be able to guarantee all room assignments as requested. Applications should be made early in the spring term. Students provide their linen for beds and personal use. Boarding students are required to take their meals in the College dining hall. As a rule, the College does not separate room and board charges.

Women students live in Latham, Weston, Baker, and Delany halls. Men enrolled at the College live in Atkinson, Lynch, Hermitage, and James A. Boyer Residence halls.

#### DINING FACILITIES

Dining facilities are available for boarding and day students at moderate prices in the Martin Luther King, Jr. Student Union Building.

#### HEALTH SERVICES

The College makes a special effort to safeguard the health of its students. The College Physician's recommendations are followed in the handling of each individual case of illness. A student who has special medical problems is responsible for registering them with the College Physician at the Joseph G. Gordon Infirmary. Registered nurses are employed by the College. It is required that each student be given a thorough physical examination before entrance, and submit a certificate of good health. The student is subject to an examination by the College Physician, and the College will be guided by his/her recommendations. Since the health fee is a nominal sum, the College must charge the individual for extra medical services, if needed.

The College maintains a health plan to cover all of its students for a reasonable charge. The premium for male and female students is included in the general fee. The insurance will pay only a percentage of the medical expenses incurred from a hospital. Some expenses are not covered by the health plan.

#### Immunization Vaccination Required of All New Students

The North Carolina Immunization Law requires that all new students entering College must present the Admissions Office a record of immunization prior to enrolling at Saint Augustine's College. By written documentation, students must show proof as follows:

### Immunization Requirements for College Entrants

A.	STUDENTS 17 YEARS OF AGE AND YOUNGER.	B.	STUDENTS BORN IN 1957 OR LATER AND 18 YEARS OF AGE OR OLDER.	C.	STUDENTS BORN PRIOR TO 1957.
	REQUIRED: 3 DTP Diphtheria, Tetanus, Pertussis) or Td (Tetanus- diphtheria) doses. One Td dose must have been within the last 10 years. 3 POLIO (oral) doses. 1 MEASLES (Rubeola) dose, on or after the first birthday.* 1 RUBELLA dose.**		REQUIRED: 3 DTP or Td doses. One Td dose - must have been within the last 10 years. 1 MEASLES (Rubeola) dose, on or after the first birthday.* 1 RUBELLA dose.**		REQUIRED: 3 DTP or Td doses. One Td dose must have been within the last 10 years. 1 RUBELLA dose.**

\* History of physician-diagnosed measles disease is acceptable.

\*\*Physician-diagnosed rubella disease is not acceptable. Only laboratory proof of immunity to rubella is acceptable. Rubella dose not required for students 50 years of age or older. Second measles and rubella required along with mumps vaccine.

### Student Handbook

Student Handbooks are available through the Office of Student Affairs. This publication is especially helpful to first year students as it provides them essential information about Saint Augustine's College, along with the constitution and by-laws for Student Government.

### The College Union

The Martin Luther King, Jr. Student Union is a multi-purpose facility which houses the dining area, postal service, the college bookstore and recreational facilities for students. The Union is part of the educational program of the College. As the center of community life, it serves as a laboratory of citizenship, training students in social responsibility and for leadership in our democracy. Through its various boards, committees, and staff, it provides a cultural, social, and recreational program aiming to make free-time activity a cooperative factor with study in education. Its goal is the development of persons as well as intellects.

### Motor Vehicles

All auto traffic is prohibited through the campus after midnight. No traffic, with the exception of autos authorized to maintain regular parking on campus, will be allowed beyond the official security station at the main entrance to the campus.

The use of motorcycles, motor bikes and scooters is prohibited on campus.

Bicycles are to follow the same traffic regulations as autos.

### The Religious Life Of The College

Saint Augustine's College recognized from its inception the need to provide students the opportunity to grow and develop in all areas of life. Basic among the areas of intellectual, social, emotional and physical development is the area of spiritual development.

All students are encouraged to attend Chapel services on a regular basis, but are not required to adopt a particular religious affiliation. The majority of the services conducted in the Chapel, however, will follow the procedures of the Protestant Episcopal Church.

### **Attendance at Assemblies**

The entire student body, faculty and staff are encouraged to attend convocations and assemblies. All freshmen are required to attend. The programs are held throughout the academic year, the primary objectives of which are the following:

1. To provide experiences that will bridge the gap between high school and college;
2. To provide experiences that will help students develop effective study habits necessary for college work;
3. To provide experiences that will enable students to gain appreciation for and understanding of:
  - a. work ethic
  - b. priority of values
  - c. human relations
  - d. self-esteem
  - e. cultural and racial diversity

### **Publications**

**THE PEN** - the official student newspaper on the campus is produced by the students, and is supervised by the Publications Board, which is comprised of faculty/staff and student members.

**THE FALCON** - the annual of Saint Augustine's College chronicles the events of the year in the life of the College through pictures and text. It is a student publication under the direction of its editor. The Publications Board supervises the yearbook.

### **Dismissal Provisos**

Saint Augustine's reserves the right to terminate summarily the student's relationship with the College if he/she is unable to meet the College's academic standards; or if his/her presence in the College constitutes a danger to his/her own health or to that of others; or if his/her actions are in disharmony with the objectives of the College, its social regulations or moral codes; or when, in the College's opinion, his/her presence does not seem in the best interest of the institution; or if the College discovers that the student has failed to list all colleges previously attended. Dismissal might be done without charging such a student with a specific offense.

### **THE STUDENT RIGHT-TO-KNOW AND CAMPUS SECURITY ACT**

In compliance with Campus Security Act (Public Law 101-542), which was signed into Law on November 8, 1990, Saint Augustine's College will provide for disclosure to students receiving financial aid and others a student graduation rate report, a student athletes graduation rate report, and statistical data on crimes committed on campus. In addition, information will be made available upon request to students and their parents, on the outcome of disciplinary hearings to the victims of violent crimes.

### **STUDENT ACTIVITIES**

Saint Augustine's is a church-related college. As specified in the College Calendar of Events and through other media, regular attendance at Sunday worship services is encouraged.

### **Athletics**

Extramural and intramural athletics are promoted as part of the program in the Health and Physical Education Department. Appropriate awards are made to outstanding persons who qualify for the various teams. The College holds membership in the CIAA and the NCAA athletic associations. In addition, the College sponsors special intercollegiate sports, which include baseball (men), basketball (men and women), track (men and women), golf, tennis, softball (women), volleyball (women), soccer and cross country.



## **Student Clubs And Organizations**

Ambiance Production and Entertainment (Nubiance)  
Art Club  
Association of Computer, Office  
and Business Education (ACOBEE)  
Biology Club  
Chemistry Club  
Criminal Justice Club  
Falcon Club  
Foreign Language Club  
History Club  
International Business Club  
Jazz Ensemble  
Music Majors Club

National Association of Black Accountants  
National Association of Black Engineers  
National Society of Pershing Rifles  
PEM Club  
Phi Beta Lambda (Business)  
Photography Club  
Pre-Alumni Club  
Psychology Club  
ROTC Drill Team  
Society for the Advancement of Management  
Sociology Club  
Speech and Drama Club  
Student National Educational Association

## **Honor Societies**

Alpha Chi - National  
Alpha Kappa Delta - Sociology  
Alpha Kappa Mu - National  
Beta Kappa Chi - National Scientific  
Delta Mu Delta - Business Administration  
Kappa Delta Pi - Education

Phi Alpha Theta - History  
Phi Eta Sigma - Freshmen  
Phi Kappa Alpha - National  
Pi Delta Phi - French  
Sigma Tau Delta - English

## **Greek Letter Organizations**

Alpha Kappa Alpha Sorority  
Alpha Phi Alpha Fraternity  
Delta Sigma Theta Sorority  
Kappa Alpha Psi Fraternity

Omega Psi Phi Fraternity  
Phi Beta Sigma Fraternity  
Sigma Gamma Rho Sorority  
Zeta Phi Beta Sorority

## **Service Greek Letter Organizations**

Alpha Phi Omega National Service Fraternity  
Eta Phi Beta Sorority

Gamma Sigma Sigma Service Sorority

## **Social Fellowship Organizations**

Groove Phi Groove Social Fellowship

Swing Phi Swing Social Fellowship

## **STUDENT DEVELOPMENT CENTER**

### **Purpose**

The Student Development Center is a comprehensive support unit of the Office of Student Affairs. The Center continues its goal of providing academic, personal, and social growth for students during their matriculation at Saint Augustine's. Services are delivered to students through individual or group activities. The Center's primary focus is to provide students with the necessary tools to make viable choices for productive lifestyles upon graduation. Strong emphasis is placed upon career planning. The counseling component of the Student Development Center is responsible for many activities, programs, and workshops conducive to personal growth. Retention will continue to be a primary focus of the counseling center.

### **Personal Counseling**

Virtually all students benefit from counseling during their college careers. Counseling services are provided to assist students with their personal growth and development. From the adjustments of being away from home for the first time to the development of personal management skills, students are encouraged to gain self-understanding, to evaluate their interests and to determine their life planning options. Many of these skills are introduced through outreach workshops presented in the residence halls and other campus locations.

### **Career Counseling**

A wide range of career development services is provided to assist students to identify their individual capabilities, interests, and skills and to acquire knowledge while relating to meaningful career options. Opportunities are provided for the development of these skills through career exploration computer software, mentoring programs with local businesses, and a variety of career awareness workshops. The development of options for graduate school or full-time employment upon graduation is the primary focus for students. The experiential learning component in this area provides students opportunities for cooperative education and internship experiences with local and national employers. Assistance is also provided in finding part-time employment opportunities with local private and municipal employers.

### **Academic Counseling**

Students are assisted with their academic concerns by way of skills development through tutorial assistance. Tutors are available to work with students in individual and group settings. Regular study hall hours are established for these sessions. SDC counselors encourage students to work with their academic advisors to maximize their educational experiences at Saint Augustine's College.

The SDC is staffed with professional counselors and well-trained student helpers to assist students at any point during their matriculation at Saint Augustine's. For additional information students may call (919) 516-4242, or come to the Center in room 207 of the Hunter Building.

### **Crisis Intervention Counseling**

A crisis management model has been developed to assist students experiencing crisis situations and to provide counseling support as needed. A crisis counselor is on duty during evening hours after 5 p.m. to address counseling needs.

### **ORGANIZATIONAL PATTERN**

To provide a broad, balanced, integrated educational program, the curriculum is organized on a divisional basis. Related disciplines are identified with the appropriate division. The organizational pattern follows:

- 1. Division of Business**
  - a. Department of Business Administration
    - i. Accounting
    - ii. Business Administration
  - b. Department of Computer Science
    - i. Computer Information Systems
    - ii. Computer Science
  
- 2. Division of Education**
  - a. Department of Education (Teacher Education)
    - i. Biology Education
    - ii. Business Education
    - iii. Elementary Education
    - iv. English Education
    - v. Exceptional Children's Education
    - vi. Mathematics Education
    - vii. Music Education
    - viii. Physical Education
    - ix. Social Science Education
  - b. Department of Physical Education
    - i. Physical Education - Non-Teaching
  
- 3. Division of Liberal and Interdisciplinary Studies**
  - a. Department of English and Communication
    - i. English
    - ii. Communication
  - b. Department of History
    - i. History
    - ii. African American Studies
  - c. Department of Visual and Performing Arts
    - i. Art
    - ii. Music Business
    - iii. Music Performance
    - iv. Theater, Dance, Film (Scheduled to begin in the 1997/98 academic year.)
  
- 4. Division of Natural Sciences, Mathematics & Allied Health**
  - a. Department of Biology
    - i. Pre-Medicine
    - ii. Medical Technology
  - b. Department of Chemistry & Industrial Hygiene
    - i. Chemistry
    - ii. Industrial Hygiene
  - c. Department of Mathematics
    - i. Mathematics
    - ii. Industrial Mathematics
    - iii. Pre-Engineering



**5. Division of Urban, Social & International Studies**

- a. Department of Urban & Social Studies
  - i. Psychology
  - ii. Social & Urban Studies
  - iii. Criminal Justice
- b. Department of International Studies
  - i. Political Science
  - ii. International Business
  - iii. Foreign Languages

**6. Auxiliary Division of Military Science (R.O.T.C.)**

**General Education Requirements**

The General Education requirements for all majors consist of a series of courses from the Divisions of Liberal & Interdisciplinary Studies, Education, Natural Sciences, Mathematics & Allied Health, and Urban, Social & International Studies. Except otherwise is stated, each student is required to complete fifty to fifty-five (50 - 55) academic credit hours of these courses while attending Saint Augustine's College.

**COURSE REQUIREMENTS**

**I. FOUNDATIONS OF LEARNING** 3 hrs.

**II COMMUNICATIONS** 5 courses

(Must be completed by the end of the sophomore year.)

**Required:** All five courses listed below.

ENGL	131 Writing and Reading Across the Curriculum (WAC)*	3 hrs.
ENGL	132 Writing and Reading Across the Curriculum (WAC)*	3 hrs.
COMM	201 Communication Skills	3 hrs.
FL	Foreign Language (French, German, or Spanish)**	6 hrs.

**Options:\*\*\***

ENGL	233 Advanced Composition	3 hrs.
OMS	460 Technical Writing	3 hrs.

\* All students are required to earn a minimum grade of "C" in English 131 and 132 (WAC). Re-enrollment is required when a grade of less than "C" is earned.

\*\* All students must complete six (6) hours of a modern foreign language. A student who has had previous study of a modern foreign language may qualify for a higher level of that language provided that a passing score is made on a test administered by the Department of International Studies.

\*\*\*A student must have Advanced Placement status to enroll.

**III. MATHEMATICS AND NATURAL SCIENCES\*** 4 courses

**Required:** Two courses in mathematics to be selected from A; two courses in the natural sciences to be selected from B.  
Students majoring in allied health, mathematics, natural sciences or in a program requiring a specific sequence of General Education courses in science and mathematics must take the sequence of four courses specified by their major.

**A. Mathematics (select two courses)**

MATH	130	Intermediate Algebra	3 hrs.
MATH	131	College Algebra	3 hrs.
MATH	132	Finite Mathematics	3 hrs.
MATH	133	Trigonometry	3 hrs.
MATH	174	Discrete Mathematics	3 hrs.
MATH	230	Introduction to Logic	3 hrs.
MATH	231	Analytic Geometry & Calculus I	3 hrs.

MATH	232	Calculus II	3 hrs.
MATH	233	Modern Mathematics	3 hrs.
MATH	331	Calculus III	3 hrs.
MATH	334	Modern Algebra	3 hrs.

## B. Natural Sciences

### 1. Biological Sciences (select one course)

BIOL	131	Fundamentals of Biology & Lab	3 hrs.
BIOL	141	Invertebrate Zoology & Lab	4 hrs.
BIOL	142	General Botany & Lab	4 hrs.

### 2. Chemistry and Physics (select one course)

CHEM	131	Fundamentals of Physical Science & Lab	3 hrs.
CHEM	141	General Chemistry I & Lab	4 hrs.
IHS	100	Environmental Health	3 hrs.
PHYS	241	General Physics & Lab	4 hrs.

\* Math and science requirements may vary for mathematics majors and science majors. Students whose placement scores on the mathematics test are within the appropriate range may be placed in College Algebra or another mathematics course to satisfy the first three hours of the Core Curriculum math requirements.

## IV. SOCIAL SCIENCE

**3 courses**

**Required:** HIST 133 World Civilization 3 hrs.

(Select one course)

ECON	235	Principles of Economics	3 hrs.
HIST	323	African-Americans in U S History	3 hrs.
PLSC	131	American National Government	3 hrs.
PSYCH	232	General Psychology	3 hrs.
SOC	132	Introduction to Sociology	3 hrs.

**Electives:** (select one course)

HIST	134	World Civilization	3 hrs.
HIST	231	Survey of American History to 1877	3 hrs.
HIST	232	Survey of American History from 1877 to the Present	3 hrs.
HIST	235	Survey of African Culture & Civilization I	3 hrs.
HIST	236	Survey of African Culture & Civilization II	3 hrs.
HIST	334	Recent American History	3 hrs.
GEOG	331	Principles of Geography	3 hrs.
PLPS	231	Introduction to Political Science	3 hrs.
SOC	231	Modern Social Problems	3 hrs.
SOC	232	Contemporary Family Life	3 hrs.
ECON	236	Principles of Economics	3 hrs.

## V. LIBERAL & INTERDISCIPLINARY STUDIES

**3 courses**

**Required:** LIS 221 Interdisciplinary Perspectives Through the Humanities 3 hrs.

**Electives:** (select two courses)\*

ART	130	Art Appreciation	3 hrs.
ART	232	Ceramics	3 hrs.
COMM	202	Survey of Mass Communications	3 hrs.
ENGL	227	African-American Literature	3 hrs.

ENGL	231	World Literature	3 hrs.
ENGL	232	World Literature	3 hrs.
ENGL	234	Introduction to Drama	3 hrs.
ENGL	235	Modern African Literature	3 hrs.
FL		Advanced Foreign Language	3 hrs. - 6 hrs.
MUSIC	135	Music Appreciation	3 hrs.
MUSIC	238	Music and World Cultures	3 hrs.
MUSIC	325	Survey of African-American Music	3 hrs.
MUSIC	326	Survey of African-American Music	3 hrs.
PHIL	231	Introduction to Philosophy	3 hrs.
PHIL	232	Survey of Comparative Religions	3 hrs.
PHIL	431	Origins of Beliefs	3 hrs.
PHIL	432	Ethics	3 hrs.

\*Six semesters of a musical ensemble (i.e., Band, Jazz Band, Choir) will substitute for three hours of a Liberal and Interdisciplinary Studies requirement for non-music majors.

## VI. HEALTH & PHYSICAL EDUCATION\*

**2 courses**

Required:	PE	101	Wellness	1 hr.
Elective:	PE	104-115	Physical Activities	1 hr.

\*Participation in a physical activity may be waived only upon a written recommendation by a medical doctor clearly stating that the student is incapable of engaging in the physical activity. Such information must be made available to the head of the Physical Education Department and the Provost of the College. However, the student will be required to attend all physical education classes and to take all required examinations based on the theoretical aspects of such courses. Adaptive physical activities classes may be taken in place of required physical education.

**TOTAL**

**50-55 hrs.**

*Note the following:*

- *General Education courses are required in freshman and sophomore years.*
- *Some courses provide competencies in computer technology.*
- *Divisional Core may include courses to reflect advanced competencies in computer literacy and technology, and ethics in relation to specific disciplines.*
- *Any General Education Elective that is listed as a major requirement cannot also be counted as a General Education Elective toward graduation.*
- *Physical education requirements may be waived by participating in the ROTC program or by proof of having served at least six months in the military.*
- *The Incomplete (I) grade does not require re-enrollment but completion of course work to have the "I" removed by the time established on the calendar for the academic term or semester.*





## **DIVISION OF BUSINESS**

### **MISSION**

The Division of Business prepares students to compete in the global world of work by promoting excellence through effective instruction, intellectual programs, and professional development.

### **OBJECTIVES**

The major objectives of the Division of Business are to:

1. Prepare students for careers in the general field of business, accounting and finance, computer science, marketing, human resource management, and office technology;
2. Teach basic principles of management and help students to acquire the skills needed for ownership and other positions related to managerial and community needs;
3. Encourage majors to become effective business leaders within industry, education, and government, as well as to become entrepreneurs;
4. Provide a foundation for graduate studies;
5. Promote students' professional development through library resources, from use of publications related to the discipline; and
6. Promote the development of students' ethical and moral perspectives.

### **ACCOUNTING**

The accounting concentration is designed to prepare students for varied positions in finance and accounting, leading to their certification as public accountants. Students are prepared to obtain accounting positions in industry and government. The curriculum objectives are to:

1. Provide students with accounting knowledge necessary to meet the challenges of a rapidly changing society;
2. Prepare students for professional positions in the public, corporate, and academic industries;
3. Provide students with the foundation necessary to prepare for the uniform Certified Public Accounting Examination; and
4. Provide a foundation for graduate studies.

### **BUSINESS ADMINISTRATION**

The Business Administration curriculum gives students concentrated business training for active participation in the business field as administrators, accountants, financiers, or supervisors in government or private industry. The program is designed to:

1. Give the student concentrated business training in Finance, Marketing, and Human Resource Management for active participation in the global business environments: industry, government, entrepreneurship, graduate or professional schools;
2. Allow the student to incorporate comparable learning methods used in graduate and professional schools and in today's work environments;
3. Expose, increase and explain intricate interactions of businesses, their various structures, and the changing nature of work and corporate cultures in the global work environments;
4. Develop a level of social consciousness whereby students gain a greater sense of how they fit into the global human and environmental communities; and
5. Provide students with a foundation for graduate study.

### **COMPUTER SCIENCE**

The Computer Science curriculum is designed to provide the student with the opportunity to obtain a broad knowledge of the theory, design, and applications of computers and information processing techniques with sufficient depth to undertake professional work in industry, business, government, and scientific institutions. Additionally, the program provides the background preparation for graduate studies in computer science which will

prepare students for careers in higher educational institutions and for research careers in industries, scientific laboratories or universities. The curriculum objectives are to:

1. Provide experiences in writing computer programs for varied scientific and business applications;
2. Expose students to current and future knowledge of the theory, design, and applications of computers and information processing techniques;
3. Encourage the development of logical and theoretical reasoning and problem-solving abilities in scientific applications programming; and
4. Provide a foundation for graduate studies.

### **COMPUTER INFORMATION SYSTEMS**

The Computer Information Systems curriculum is designed for the student who is interested in gaining a firm foundation in computing concepts and business applications programming, using current programming languages. The program enhances the student's education of computer hardware and software, data communications and networks, database management, and the management of information systems.

The curriculum is designed to provide students the technical skills and knowledge necessary to function in a variety of positions in industry and government. It emphasizes computer programming and systems engineering skills. The curriculum objectives are to:

1. Encourage the development of logical reasoning and problem solving abilities in business application programming;
2. Expose the student to existing hardware configurations and software applications;
3. Expose the student to current and future trends in information systems at the work place;
4. Provide effective instructions and experiences in writing computer programs for varied business applications; and
5. Provide a foundation for graduate studies.

### **DIVISION OF BUSINESS CURRICULUM**

#### **Professional Requirements for Division of Business Majors**

The Professional requirements as outlined below must be completed in all programs in the Division of Business (except Business Education). Accounting majors should take BUS 336 (Business Law I instead of BUS 330 (Legal Business Environment)).

<u>Course Number</u>	<u>Descriptive Title</u>	<u>Hours</u>
ACCT 231	Principles of Accounting I	3
ACCT 232	Principles of Accounting II	3
CIS 203	PC Fundamentals	3
CIS 240	Microcomputer Software Application I	3
BUS 161	Quantitative Methods I	3
ECON 235	Principles of Economics I	3
ECON 236	Principles of Economics II	3
BUS 132	Principles of Business	3
BUS 223	Business Communications	3
BUS 251	Principles of Marketing	3
BUS 350	Principles of Finance	3
BUS 336	Business Law I	3
BUS 452	Organizational Behavior and Business Ethics	3
BUS 446	Business Statistics	3
<b>Total Professional Requirements</b>		<b>42</b>

### **ACCOUNTING MAJOR**

The courses listed below must be completed in the Accounting program in the Division of Business:

<u>Course Number</u>	<u>Descriptive Title</u>	<u>Hours</u>
ACCT 325	Intermediate Accounting I	3

ACCT	326	Intermediate Accounting II	3
ACCT	336	Cost Accounting	3
ACCT	333	Income Tax Accounting	3
ACCT	441	Advanced Accounting I	3
ACCT	471	Auditing	3
ACCT	480	Special Topics in Accounting	3
BUS	337	Business Law II	3
BUS	435	Office Internship	3
Electives			<u>3</u>

(With the assistance of an academic advisor, students must select one three (3) credit hour course from the list below.)

Governmental Accounting  
Accounting Systems  
Accounting Theory

I.	General Education Requirements	50
II.	Professional Requirements	42
III.	Accounting Major Requirements	<u>33</u>
	<b>Grand Total of Credit Hours for The Accounting Major</b>	<b>125</b>

### BUSINESS ADMINISTRATION MAJOR

The courses listed below must be completed in the Business Administration program in the Division of Business:

<u>Course Number</u>	<u>Descriptive Title</u>	<u>Hours</u>
BUS 445	Human Resource Management	3
BUS 252	Principles of Management	3
ACCT 235	Managerial Accounting	3
BUS 261	Quantitative Methods II	3
BUS 480	Special Topics in Management	3
BUS 435	Office Internship	3
OMS 460	Technical Writing	3

### Concentrations

Students majoring in Business Administration must select a concentration in Finance, Marketing, or Human Resource Management. The concentrations require the completion of four (4) courses from the options listed under each area of concentration.

<u>Course Number</u>	<u>Descriptive Title</u>	<u>Hours</u>
<b><u>Finance</u></b>		
BUS 453	Risk Management	3
ECON 436	Money and Banking	3
BUS 438	Investment Analysis	3
INTBUS 360	International Trade	3
INTBUS 489	International Economic Policy	3
ACCT 333	Income Tax Accounting	3
<b><u>Marketing</u></b>		
BUS 361	Advertising	3
BUS 485	Consumer Behavior	3
INTBUS 487	International Marketing	3
COMM 313	Intro. to Public Relations	3
BUS 484	Sales Management	3
BUS 455	Transportation	3
ACCT 333	Income Tax Accounting	3
<b><u>Human Resource Management</u></b>		
BUS 461	Labor Relations Management	3
PSYCH 431	Industrial Psychology	3
BUS 482	Recruitment, Selection and Appraisal	3



BUS	483	Compensation Management	3
BUS	453	Risk Management	3
ACCT	333	Income Tax Accounting	3

I.	General Education Requirements	50
II.	Professional Requirements	42
III.	Business Administration Major Requirements	33
	<b>Grand Total of Credit Hours for the Business Administration Major</b>	<b>125</b>

### COMPUTER INFORMATION SYSTEMS (CIS) MAJOR

The courses listed below must be completed in the Computer Information Systems program in the Division of Business:

#### Professional Requirements

<u>Course Number</u>	<u>Descriptive Title</u>	<u>Hours</u>
ACCT 231	Principles of Accounting I	3
ACCT 232	Principles of Accounting II	3
CIS 203	PC Fundamentals	3
CIS 240	Microcomputer Software Application I	3
MATH 231	Calculus I	4
ECON 235	Principles of Economics I	3
ECON 236	Principles of Economics II	3
BUS 132	Principles of Business	3
BUS 223	Business Communications	3
BUS 251	Principles of Marketing	3
BUS 350	Principles of Finance	3
BUS 336	Business Law I	3
BUS 452	Organizational Behavior and Business Ethics	3
BUS 446	Business Statistics	3
<b>Total Professional Requirements</b>		<b>43</b>

#### Major Requirements

<u>Course Number</u>	<u>Descriptive Title</u>	<u>Hours</u>
BUS 435	Office Internship	3
CIS 302	Principles of Programming (COBOL)	3
CIS 305	Programming in C/C++	3
CIS 306	Operating Systems and Computer Architecture	3
CIS 404	Data Structures	3
CIS 401	Management Information System	3
CIS 402	System Analysis and Design	3
CIS 405	Database Management	3
CIS 480	Special Topics in CIS	3
OMS 460	Technical Writing	3
Elective		3

(With the assistance of an academic advisor, students must select one (1) course from list below:)

CIS	241	Microcomputer Software Applications II	3
CIS	303	Assembly Language	3
CIS	403	Data Communications and Networks	3
CS	410	Object Oriented Programming	3
CS	420	Theory of Computation	3
CS	460	Organization of Programming Languages	3
OMS	401	Office Management I	3

I.	General Education Requirements	50
II.	Professional Requirements	43

<b>III.</b>	<b>Computer Information Systems (CIS) Major Requirements</b>	<b><u>33</u></b>
	<b>Grand Total of Credits Hours for the CIS Major</b>	<b>126</b>

### COMPUTER SCIENCE

The courses listed below must be completed in the Computer Science program in the Division of Business:

#### Specialty Requirements

<u>Course Number</u>	<u>Descriptive Title</u>	<u>Hours</u>
MATH 220	Pascal Programming	3
MATH 231	Calculus I	4
CIS 203	PC Fundamentals	3
CIS 240	Microcomputer Software Appl. I	3
MATH 232	Calculus II	4
MATH 174	Discrete Mathematics	3
ECON 235	Prin. Of Microeconomics	3
BUS 132	Prin. Of Business	3
BUS 223	Business Communications	3
BUS 350	Prin. Of Finance	3
BUS 446	Business Statistics	3
OMS 460	Technical Writing	<u>3</u>
<b>Total</b>		<b>38</b>

#### Major Requirements

<u>Course Number</u>	<u>Descriptive Title</u>	<u>Hours</u>
BUS 435	Office Internship	3
CIS 302	Prin. Of Programming (COBOL)	3
CIS 303	Assembly Language Programming	3
CIS 305	Programming in C/C++	3
CIS 306	Operating Systems & Comp. Arch.	3
CIS 403	Data Communications & Networks	3
CIS 404	Data Structures	3
CIS 405	DataBase Management	3
CIS 480	Special Topics	3
CS 410	Object Oriented Programming	3
CS 420	Theory of Computation	3
CS 460	Organization of Programming Languages	<u>3</u>
<b>Total</b>		<b>36</b>

<b>I.</b>	<b>General Education Requirements</b>	<b>50</b>
<b>II.</b>	<b>Specialty Requirements</b>	<b>38</b>
<b>III.</b>	<b>Computer Science Major Requirements</b>	<b><u>36</u></b>
	<b>Grand Total of Credit Hours for the Computer Science Major</b>	<b>124</b>

### COURSE DESCRIPTIONS

**ACCT 231-232. PRINCIPLES OF ACCOUNTING.** Introductory courses in accounting involving the theories relating to operations of sole proprietorships, partnerships, and corporations. Analysis and interpretation of financial statements are stressed. *Prerequisite:* 232 for 231. (3) Fall and Spring.

**ACCT 235. MANAGERIAL ACCOUNTING.** This course is designed to teach the student basic objectives of the work done, the difference between managerial and financial accounting, as well as the certification process and ethical standards used in managerial accounting.. (3) Fall and Spring. *Prerequisite:* BUS 132

**ACCT 325-326. INTERMEDIATE ACCOUNTING I and II.** A study of detailed accounts included on balance sheets, income statements, and statements of changes in financial position. Emphasizes financial statement disclosures, and generally accepted accounting principles as promulgated by the Financial Accounting Standards Board and the Accounting Principles Board. *Prerequisites:* 231, 232, 326 for 325. (3) Fall and Spring.

**ACCT 333. INCOME TAX ACCOUNTING.** The study of current principles and concepts of Federal Income Tax laws, tax structure, current legislative developments, and related reporting requirements for individuals, partnerships and corporations. *Prerequisite: ACCT 232. (3) Spring.*

**ACCT 336. COST ACCOUNTING.** A study of the principles and methodology of product and inventory cost determination and the effect on income measurement for manufacturing concerns, including job orders and process costing under historical and standard cost systems. Emphasis is placed on the use of accounting data in managerial planning and control. *Prerequisite: ACCT 232. (3) Fall and Spring.*

**ACCT 441-442. ADVANCED ACCOUNTING.** A study in accounting for business combinations, consolidated statements, branch operations, foreign operations, partnerships, governmental accounting, and current trends in financial reporting. *Prerequisite: ACCT 326. (3) Fall and Spring.*

**ACCT 443. CPA REVIEW.** Review and preparation for the CPA Examination: accounting practice, accounting theory, business law, and auditing. Past CPA Examination problems are studied and solved. *Prerequisite: ACCT 441. (3) Spring.*

**ACCT 444. GOVERNMENTAL AND NOT-FOR-PROFIT ACCOUNTING.** A study of theory and application of accounting within governmental and not-for-profit entities. Emphasis is placed on fund accounting. *Prerequisite: ACCT 326. (3) Fall.*

**ACCT 445. ACCOUNTING SYSTEMS.** A study of current techniques in processing and utilizing accounting data for information systems, with emphasis on the computer for internal control and reporting. *Prerequisites: ACCT 326; CIS 240. (3) Spring. Fee: \$15.00.*

**ACCT 446. ACCOUNTING THEORY.** A study and appraisal of accounting literature and positions of professional accounting organizations, with special attention to controversial issues. The basic concepts and assumptions which underlie accounting methods and procedures are analyzed. *Prerequisite: ACCT 326. (3) Fall or Spring.*

**ACCT 471. AUDITING.** A study of the conceptual and practical aspects of the examination of financial statements by independent accountants within the framework of generally accepted accounting principles and generally accepted auditing standards. Appropriate attention is also given to the objectives and distinguished characteristics of internal and operational auditing, EDP auditing, and to the importance and relevance of the Code of Professional Conduct. *Prerequisite: ACCT 326. (3) Spring.*

**ACCT 480. SPECIAL TOPICS IN ACCOUNTING.** This capstone course provides learners with an opportunity to demonstrate the knowledge and abilities acquired through prior study. Learners participate in projects and seminars pertaining to topics selected on the basis of new and emerging business procedures, technology, and standards of practice in the discipline of Accounting. Mastery and competence in the discipline are also evaluated through the writing and preparation of a business research project. *Prerequisite: BUS 223, OMS 460, and SENIOR STANDING. (3) Fall or Spring.*

**BUS 132. PRINCIPLES OF BUSINESS.** The purpose of this course is to provide an overview of business and the various functional aspects of the firm. The objectives are to develop an understanding of the process and rationale behind managerial decision-making in our capitalistic society, and to introduce the various functional disciplines of business and their interrelationship in the firm. *Prerequisite: NONE. (3) Fall and Spring.*

**BUS 161. QUANTITATIVE METHODS I.** An introductory course which involves the study of problem-solving for managerial and operational decisions. Students will learn the basic concepts of probability, forecasting, inventory, economic order quantity, and linear programming (solution method and simplex method). Computer applications software will be used. *Prerequisites: CIS 240; MATH 131. (3) Fall and Spring.*

**BUS 223. BUSINESS COMMUNICATIONS.** In this course, students gain an understanding of the purposes and processes of communication in business and how to create communication tools that meet the needs of business audiences. *Prerequisites: ENG 131, 132. (3) Fall and Spring.*

**BUS 251. PRINCIPLES OF MARKETING.** Examination of decisions affecting the marketing of goods and services in customer, industrial, and international markets. Emphasis on the role of marketing in a managerial context.



*Prerequisite: NONE. (3) Fall and Spring.*

**BUS 252. PRINCIPLES OF MANAGEMENT.** Study of the contemporary manager with emphasis upon the behavioral and administrative processes fundamental to the successful operation of various types of enterprises. Situational approaches to management are explored, with the manager viewed as a decision maker interacting with the firm's economic, technological, social, political and ethical backgrounds. *Prerequisite: BUS 132. (3) Fall and Spring.*

**BUS 261. QUANTITATIVE METHODS II.** An advanced course in problem-solving for managerial and operational decisions. The following concepts will be explored in great depth: linear programming, simulation, waiting lines formulation, and networks. Computer applications software will be used. *Prerequisites: MATH 131; BUS 161. (3) Fall and Spring.*

**BUS 336. BUSINESS LAW I.** A study of the legal system and environment of business with emphasis on legal principles relating to contracts and commercial law. *Prerequisites: BUS 132, 223. (3) Fall and Spring.*

**BUS 337. BUSINESS LAW II.** A continuation of Business Law I with emphasis on legal principles relating to legal problems encountered by Certified Public Accountants. *Prerequisite: BUS 336. (3) Spring.*

**BUS 344. PRINCIPLES OF BUSINESS EDUCATION.** Designed particularly for business education teachers. The course deals with the meaning, purpose and scope of the business education curriculum. Available for undergraduate and in-service teachers. *Prerequisite: NONE. (3) Spring.*

**BUS 350. PRINCIPLES OF FINANCE.** This course is designed to introduce the student to the concept of optimal financial policy in the procurement and management of wealth by profit-seeking enterprises; the application of theory to financial decisions involving cash flow, capital structure, and capital budgeting. *Prerequisites: ACCT 231, 232. (3) Fall and Spring.*

**BUS 361. ADVERTISING.** Examinations of the firm's personal marketing communications functions, mass communications theories, and concepts. A study of advertising and its relationship to the marketing program of the firm. *Prerequisite: NONE. (3) Spring.*

**BUS 435. OFFICE INTERNSHIP.** An internship program that permits students to obtain experiential opportunities in their field of study. Students are placed by the instructor in government and private industry during the fall and spring semesters. *Prerequisite: SENIOR STANDING. (3-6) Fall, Spring, and Summer.*

**BUS 436. ADMINISTRATION AND COORDINATION IN BUSINESS EDUCATION.** Study of the leadership functions in business and office education at the federal, state, and local levels; planning and organizing business and office education programs at the secondary school; procedures for organizing youth organizations; and coordinating cooperative business education programs. *Prerequisite: SENIOR STANDING. (3) Fall.*

**BUS 438. INVESTMENT ANALYSIS.** Analysis of the investment process dichotomized into security analysis and portfolio management, background information on financial assets, securities markets, and risk-return concepts. Analysis of valuation theory and techniques, modern portfolio theory and performance. *Prerequisites: ACCT 231, 232. (3) Spring.*

**BUS 445. HUMAN RESOURCE MANAGEMENT.** The study of human resource management, including strategic human resource planning, job analysis, human resource information systems, training, career development, and international human resource management. *Prerequisite: NONE. (3) Fall.*

**BUS 446. STATISTICAL CONCEPTS.** A study of the fundamental ideas of statistics by examining the approach of statisticians to important business and economics questions. Objectives of the course are to develop a critical appreciation of statistical thinking and an awareness of the various tools of the statistician. Computer statistical applications are used to analyze current business issues and problems. *Prerequisites: MATH 131; BUS 161.; CIS 240 (3) Fall and Spring.*

**BUS 452. ORGANIZATIONAL BEHAVIOR AND BUSINESS ETHICS.** A study of the relationship of the individual worker and manager to the organization, management from a behavioral point of view, stability and change within



business organizations, an examination of human resource development from economic and business views; emphasis placed on business ethics and corporate culture trends. *Prerequisites: BUS 132, 252; PSYCH 232. (3) Fall.*

**BUS 453. RISK MANAGEMENT.** Surveys the backgrounds, principles, and practices of all forms of insurance. The five principal kinds of commercial insurance (fire, casualty, marine, life, and corporate suretyship) are emphasized. *Prerequisite: BUS 252. (3) Fall.*

**BUS 455. TRANSPORTATION.** This course introduces the student to management principles directly related to the transportation industry. Scientific management principles will be applied to areas such as industrial locations, economic pricing models, and market competition. The role of public policy and its relationship to the transportation industry will also be addressed in this course. *Prerequisite: BUS 252. (3) Spring.*

**BUS 461. LABOR RELATIONS MANAGEMENT.** This course focuses on the management factors that determine wages, working conditions, and the structure of employment and unemployment. The course analyzes the determinations and implications of manpower and industrial relation policies of business firms, the development and role of labor unions and collective bargaining, and related public policy issues. *Prerequisites: ECON 235, 236. (3) Spring.*

**BUS 480. SPECIAL TOPICS IN MANAGEMENT.** This capstone course provides learners with an opportunity to demonstrate the knowledge and abilities acquired through prior study. Learners participate in projects and seminars pertaining to topics selected on the basis of new and emerging business procedures, technology, and standards of practice in the discipline of Management. Mastery and competence in the discipline are also evaluated through the writing and preparation of a business research project. *Prerequisite: BUS 223, OMS 460, and SENIOR STANDING. (3) Fall or Spring.*

**BUS 482. RECRUITMENT, SELECTION AND APPRAISAL.** The study of techniques and procedures used in recruitment, selection, and performance appraisal in organizations. *Prerequisite: BUS 445. (3) Fall or Spring.*

**BUS 483. COMPENSATION MANAGEMENT.** The study of techniques and procedures of job evaluation and wage incentive as a basis for human resources management. *Prerequisite: BUS 445. (3) Fall or Spring.*

**BUS 484. SALES MANAGEMENT.** The study of principles and practices in planning, organizing, and controlling a sales force. *Prerequisite: BUS 251. (3) Fall or Spring.*

**BUS 485. CONSUMER BEHAVIOR.** The study of individual, social, cultural, and environmental influences that affect the consumers' buying behavior. Through case studies explanatory and predictive models are used to assess influences on consumer decision-making, purchase, and consumption behaviors with a strong emphasis on implications for developing, executing and assessing marketing strategy. *Prerequisite: BUS 251. (3) Fall or Spring.*

**CIS 203. PC FUNDAMENTALS.** An introduction to the basic concepts of keyboarding. An introduction to information technology, computer hardware, software, operating systems overview, including DOS and Windows; introduction to the use of Internet and multimedia technology in the classroom. *Prerequisite: None. (3) Fall.*

**CIS 240. MICROCOMPUTER SOFTWARE APPLICATIONS I.** It is the aim of this course to provide students with an opportunity to develop computer applications skills in word processing, computer graphics, database management, spreadsheet, and windows environments. *Prerequisite: CIS 203. (3) Fall and Spring. Fee: \$20.00.*

**CIS 241. MICROCOMPUTER SOFTWARE APPLICATIONS II.** It is the aim of this course to provide students with an opportunity to enhance their knowledge of the practical applications microcomputers software. Advanced instruction focusing on desktop publishing, computer graphics, macros, statistics, and document publication is provided. *Prerequisites: CIS 203, 240. (3) Fall and Spring. Fee: \$20.00.*

**CIS 302. PRINCIPLES OF PROGRAMMING (COBOL).** The course is designed to offer a complete presentation of the basic features and characteristics of (COBOL). A primary objective is basic competence in writing and running programs in standard COBOL for a variety of applications. *Prerequisites: CIS 203, 240. (3) Spring. Fee: \$20.00.*

**CIS 303. ASSEMBLY LANGUAGE.** This course introduces the basic principles of computer systems, data representation, numbering systems, instruction execution, symbolic coding, data word definition, laterals, location

counter, indexing, indirect addressing, relative addressing, and assembly systems. Students will learn to write programs in assembly language. *Prerequisites: CIS 203, 240. (3) Spring. Fee: \$20.00.*

**CIS 305. PROGRAMMING IN C/C++.** Introduction and overview of the C/C++ programming language. *Prerequisites: CIS 203, 240, 302. (3) Spring. Fee: \$20.00.*

**CIS 306. OPERATING SYSTEMS AND COMPUTER ARCHITECTURE.** This course introduces computer organization and structuring of the major hardware components of computers, fundamentals of logic design, major concept areas of operating systems principles, the interrelationships between the operating system and the computer architecture. Hands-on experience using the UNIX/XENIX operating system. *Prerequisites: CIS 303, 305. (3) Fall. Fee: \$20.00.*

**CIS 401. MANAGEMENT INFORMATION SYSTEMS.** This course deals with the basic principles of systems theory, computer and management information system design, and quality assurance. Case studies and projects are used in presenting theory and applications. *Prerequisites: CIS 203, 240. (3) Spring. Fee: \$15.00.*

**CIS 402. SYSTEMS ANALYSIS AND DESIGN.** This course deals with a formal approach to state-of-the-art techniques in systems analysis and design and provides a means for students to apply the techniques. An integral part of the course is the involvement of students working in teams in the organization, management, and development of a small or a large systems design project. The topics are oriented toward the novice programmer or systems analyst. *Prerequisites: CIS 240, 401. (3) Fall. Fee: \$20.00.*

**CIS 403. DATA COMMUNICATIONS AND NETWORKS.** This course deals with basic principles of computer networks, data communications systems, common carriers, watts lines, tariff, distribution systems, types of computer networks, application of networks, network architecture, regulatory issues and network management. *Prerequisites: CIS 305, 306. (3) Spring. Fee: \$20.00.*

**CIS 404. DATA STRUCTURES.** This course deals with the basic concepts of data representation and structures such as lists, trees, strings, arrays, stacks, queues, and algorithms for searching and sorting, using a high level language. *Prerequisite: CIS 305. (3) Spring. Fee: \$20.00.*

**CIS 405. DATABASE MANAGEMENT.** Introduction and overview of database concepts to design and implement a database management system. LAB FEE REQUIRED. *Prerequisites: CIS 305, 404; CIS 240. (3) Fall. Fee: \$20.00.*

**CIS 480. SPECIAL TOPICS IN COMPUTER INFORMATION SYSTEMS.** This capstone course provides learners with an opportunity to demonstrate the knowledge and abilities acquired through prior study. Learners participate in projects and seminars pertaining to topics selected on the basis of new and emerging business procedures, technology, and standards of practice in the discipline of Computer Information Systems. Mastery and competence in the discipline are also evaluated through the writing and preparation of a business research project. *Prerequisite: BUS 223, OMS 460, and SENIOR STANDING. (3) Fall or Spring.*

**CS 410. OBJECT ORIENTED PROGRAMMING.** An introduction to object-oriented programming using a language like C++ or Ada. Using the concept of OOP introduce the concepts of code reuse, encapsulation, incremental development and testing, and program design. Using the concept of classes, describe the evolution of and motivation for the object-oriented paradigm. *Prerequisite: CIS 404. (3) Fall.*

**CS 420. THEORY OF COMPUTATION.** Formal models of computation such as finite state automata, pushdown automata and Turing machines will be studied, along with the corresponding elements of formal languages (including regular expressions, context-free languages, and recursively innumerable languages). These models will be used to provide a mathematical basis for the study of computability, and to provide an induction to formal theory behind compiler construction. The study of Church's thesis and universal Turing machines will lead to the study of undecidable problems. *Prerequisite: CIS 305, MATH 174. (3) Fall.*

**CS 460. ORGANIZATION OF PROGRAMMING LANGUAGES.** An introduction to the formal study of programming language concepts, including syntax and grammar, data types and structures. Run-time behavior characteristics of several languages are analyzed and compared. *Prerequisite: CIS 404. (3) Spring.*

**ECON 235. PRINCIPLES OF MICRO ECONOMICS.** Elementary principles of economics, the economic problem and price system theory of demand, theory of production and the firm theory of supply, the interaction of demand and supply. *Prerequisite: SOPHOMORE. (3) Fall and Spring.*

**ECON 236. PRINCIPLES OF MACROECONOMICS.** Measure and determination of national income, employment and price, introduction to monetary and fiscal policy analysis, the effects of government deficits and debts, exchange rates and trade balances. *Prerequisite: SOPHOMORE. (3) Fall and Spring.*

**ECON 436. MONEY AND BANKING.** A study of money, financial markets, and the financial structure, with emphasis on commercial banks and the Federal Reserve System. Relationships between economic activity and the money supply are introduced. *Prerequisites: ECON 235, 236. (3) Fall and Spring.*

**ECON 452. INTERNATIONAL ECONOMICS.** The core of this course pertains to the problems and processes whereby national economic units interacting through trade and financial relations affect the world allocation of resources, the distribution of income, and the economic growth and stability of the world economy. Special attention is given to current American problems with respect to international competition and the balance of payments. *Prerequisite: NONE. (3) Fall.*

**INTBUS 360. INTERNATIONAL TRADE.** A study of the principles of international trade patterns, theories of absolute and comparative advantage, classical and modern trade theory, tariffs, quotas, non tariff barriers, and preferential trading arrangements. *Prerequisites: ECON 235, 236 or INSTRUCTOR PERMISSION. (3) Fall or Spring.*

**INTBUS 451. INTERNATIONAL BUSINESS.** The primary objective of this course is to provide an understanding of an international perspective on the part of business managers. The course draws upon the various business disciplines to provide an integrative framework for the study of the economic and competitive environments in which international business firms operate and the impact of these environments upon managerial tasks and decisions. *Prerequisites: ECON 235, 236. (3) Fall.*

**INTBUS 486. INTERNATIONAL BUSINESS LAW.** The study of legal principles governing international trade, focusing on broad contemporary unifying activities found in international conventions such as European Economic Community Act, International Banking Act, Carriage of Goods by Sea Act. *Prerequisite: INTBUS 360. (3) Fall and Spring.*

**INTBUS 487. INTERNATIONAL MARKETING.** The study of principles affecting international marketing designed to acquaint students with the growing importance of world marketing in the U.S. and the strategic issues involved. *Prerequisites: BUS 132, 251. (3) Fall or Spring.*

**INTBUS 488. INTERNATIONAL COMPARATIVE MANAGEMENT.** The study of corporate management styles of the U.S. and its major trading partners and the effects of overseas investments of foreign economies with emphasis on the emerging managerial structures. *Prerequisites: INTBUS 360 OR INSTRUCTOR PERMISSION. (3) Fall or Spring.*

**INTBUS 489. INTERNATIONAL ECONOMIC POLICY.** The study of current economic developments of foreign and U.S. economic policy. Topics covered include: international economic aid, trade and monetary issues; the U.S. role in the international economy; the functions of international economic institutions; commercial treaties and tariff policy; exchange rate instability; balance of payments problems; international liquidity issues, trade relations among industrial countries; underdeveloped countries; multinational corporations; roles of institutions such as World Bank, International Monetary Fund, and GATT. *Prerequisites: INTBUS 360 OR INSTRUCTOR PERMISSION. (3) Fall or Spring.*

**INTBUS 490. SPECIAL TOPICS IN INTERNATIONAL STUDIES.** This capstone course provides learners with an opportunity to demonstrate the knowledge and abilities acquired through prior study. Learners participate in projects and seminars pertaining to topics selected on the basis of new and emerging business procedures, technology, and standards of practice in the discipline of International Business. Mastery and competence in the discipline are also evaluated through the writing and preparation of a business research project. *Prerequisite: BUS 223, OMS 460, and SENIOR STANDING. (3) Fall or Spring*

**OMS 401. OFFICE MANAGEMENT I.** An advanced management course in which emphasis is placed upon development and application of the basic knowledge and abilities needed for management of an office and



supervision of its staff. Text management, file management, mailing systems and other concepts in technology are introduced. Learners are also provided an opportunity to develop and apply skills needed to work in and manage offices with special orientations such as legal, medical and financial offices. *Prerequisite: NONE. (3) Spring.*

**OMS 460. TECHNICAL WRITING.** Instruction in composing and organizing manuscripts stressing general principles of technical writing. Emphasis is also placed on formatting technical documents such as research and business proposals, reports, and software documentation. *Prerequisite: CIS 240. (3) Spring. Fee: \$10.00.*



Course No.	Course Name	Fa 1996 # of Sects.	Sp, 1997 # of Sects.	Su, 1997 # of Sects.	Fa, 1997 # of Sects.	Sp, 1998 # of Sects.	Su, 1998 # of Sects	Fa, 1998 # of Sects
ACCT 231 (AT)	Prin. of Acct. I	2	3	1	3	3	1	3
ACCT 231L (AT)	Prin of Acct. I Lab	2	3	1	3	3	1	3
ACCT 232 (AT)	Prin. of Acct. II	1	2	1	2	2	1	2
ACCT 232L (AT)	Prin of Acct. II Lab	2	2	1	2	2	1	2
ACCT 235 (AT)	Managerial Accounting	1	2	1	2	2	1	1
ACCT 325 (AT)	Inter. Acct. I	1	1	0	1	1	0	1
ACCT 326 (AT)	Inter. Acct. II	1	1	0	1	1	0	1
ACCT 333 (AT)	Income Tax Accounting	1	1	0	1	1	0	1
ACCT 336 (AT)	Cost Accounting	1	0	0	1	0	0	1
ACCT 441 (AT)	Advanced Accounting I	1	1	0	1	1	0	1
ACCT 443 (AT)	CPA Review	0	1	0	0	1	0	0
ACCT 444 (AT)	Governmental Accounting	1	0	0	1	0	0	1
ACCT 445 (AT)	Accounting Systems	0	1	0	0	1	0	0
ACCT 446 (AT)	Accounting Theory	0	0	0	0	1	0	0
ACC 471 (AT)T	Auditing	0	1	0	0	1	0	0
ACCT 480 (AT)	Spec. Topics in Acct'g	1	1	0	1	1	0	1

Course No.	Course Name	Fa 1996 # of Sects.	Sp, 1997 # of Sects.	Su, 1997 # of Sects.	Fa, 1997 # of Sects.	Sp, 1998 # of Sects.	Su, 1998 # of Sects	Fa, 1998 # of Sects
BUS 132 (BI)	Principles of Business	2	3	1	2	3	1	2
BUS 161 (BI)	Quant. Methods I	2	2	1	2	2	1	2
BUS 161L (BI)	Quant. Methods I Lab	2	1	1	2	2	1	2
BUS 223 (TE)	Bus. Communicat.	2	2	1	2	2	1	2
BUS 223L (TE)	Bus. Communicat. Lab	2	2	1	2	2	1	2
BUS 251 (BI)	Prin. of Marketing	2	2	1	2	2	1	2
BUS 252 (BI)	Prin. of Management	0	1	1	2	1	0	1
BUS 261 (BI)	Quantitat Methods II	1	2	1	1	2	0	1
BUS 261L (BI)	Quant. Methods II Lab	1	2	1	1	2	0	1
BUS 336 (AT)	Business Law I	2	2	0	2	2	0	2
BUS 337 (AT)	Business Law II	0	1	0	1	1	0	0
BUS 350 (AT)	Prin. of Finance	1	2	1	1	2	1	1
BUS 361 (BI)	Advertising	0	1	0	1	1	0	0
BUS 435 (BI)	Office Internship	1	1	0	1	1	0	1
BUS 436 (TE)	Admin. & Coord. Bus. Ed.	1	1	0	0	0	0	1

Course No.	Course Name	Fa 1996 # of Sects.	Sp, 1997 # of Sects.	Su, 1997 # of Sects.	Fa, 1997 # of Sects.	Sp, 1998 # of Sects.	Su, 1998 # of Sects	Fa, 1998 # of Sects
BUS 438 (AT)	Investment Analysis	1	0	0	1	0	0	1
BUS 445 (BI)	Human Resource Mgmt.	1	1	0	1	1	0	1
BUS 446 (BI)	Statistical Concepts	2	2	1	2	1	1	2
BUS 446L (BI)	Statistical Concepts Lab	2	2	1	2	1	1	2
BUS 452 (BI)	Organ. Behav./Bus. Ethics	2	1	1	2	1	1	2
BUS 453 (BI)	Risk Management	1	0	0	0	1	0	0
BUS 455 (BI)	Transportation	0	0	0	0	1	0	0
BUS 461 (BI)	Labor Mgmt. Relations	1	1	0	1	1	0	1
BUS 480 (BI)	Spec. Topics in Mgmt.	1	1	0	1	1	0	1
BUS 482 (BI)	Recruitmt, Selection & Appraisal	0	1	0	0	0	0	1
BUS 483 (BI)	Compensation Mgmt	1	1	0	1	0	0	1
BUS 484 (BI)	Sales Management	1	1	0	1	0	0	1
BUS 485 (BI)	Consumer Behavior	0	1	0	0	1	0	0
CIS 203 (TE)	PC Fundamentals	2	3	1	4	4	1	4
CIS 240 (TE)	Microcomputer Software Appli I	6	6	1	6	6	2	6

Course No.	Course Name	Fa 1996 # of Sects.	Sp, 1997 # of Sects.	Su, 1997 # of Sects.	Fa, 1997 # of Sects.	Sp, 1998 # of Sects.	Su, 1998 # of Sects	Fa, 1998 # of Sects
CIS 241 (TE)	Microcomputer Software Applic II	1	0	0	1	0	0	1
CIS 302 (TE)	Prin. Prog. (COBOL)	1	0	1	1	0	1	1
CIS 303 (TE)	Assembly Language	0	0	0	1	0	0	0
CIS 305 (TE)	Programming in C/C++	1	0	1	1	0	0	1
CIS 306 (TE)	Oper. Sys./Comp. Archit.	0	1	0	0	1	0	0
CIS 401 (TE)	Mgmt. Info Systems	1	0	0	1	0	0	1
CIS 402 (TE)	Systems Analy./Design	1	0	0	1	0	0	1
CIS 403 (TE)	Data Commun. & Networks	0	1	0	0	1	0	0
CIS 404 (TE)	Data Structures	0	1	0	0	1	0	0
CIS 405 (TE)	DataBase Management	0	1	0	0	1	0	0
CIS 480 (TE)	Spec. Topics in CIS	1	1	0	1	1	0	1
ECON 235 (BI)	Prin. Economics (Micro)	3	2	1	3	2	1	3
ECON 235L (BI)	Prin. Econ (Micro) Lab	3	2	1	3	2	1	3
ECON 236 (BI)	Prin. Economics (Macro)	1	2	1	2	2	1	2
ECON 236L (BI)	Prin. Econ. (Macro) Lab	1	2	1	2	2	1	2



Course No.	Course Name	Fa 1996 # of Sects.	Sp. 1997 # of Sects.	Su, 1997 # of Sects.	Fa, 1997 # of Sects.	Sp, 1998 # of Sects.	Su, 1998 # of Sects	Fa, 1998 # of Sects
ECON 436 (BI)	Money and Banking	0	1	0	0	1	0	0
OMS 401 (TE)	Office Management I	0	1	0	0	1	0	0
OMS 402 (TE)	Office Management II	1	0	0	1	0	0	1
OMS 450 (TE)	Office Systems & Technologies	0	0	0	0	1	0	0
OMS 460 (TE)	Technical Writing	1	2	0	1	2	1	1

AT = Accounting Academic Team

BI = Business Administration &amp; International Business Academic Team

TE = Technology &amp; Education Academic Team







## DIVISION OF EDUCATION

### MISSION

At Saint Augustine's College, the Division of Education is committed to providing professional courses and special services for majors in the division. The bachelor's degree is offered in the majors: Special Education, Elementary Education, and Physical Education. The division is also committed to offering professional education. Six of the nine professional education programs at Saint Augustine's College are offered through the Teacher Education Program in collaboration with four of the other five divisions of the College. English and Music Education are offered in collaboration with the Division of Liberal and Interdisciplinary Studies; Social Studies Education is offered in collaboration with the Division of Urban, Social and International Studies; Business Education is offered through the Division of Education's collaborative efforts with the Division of Business; and Biology and Math Education are offered through the joint efforts of the Division of Natural Sciences, Mathematics and Allied Health and the Division of Education.

Each of the professional education programs consists of a three-part structure that includes: (1) General Education requirements; (2) Professional Education requirements; and (3) Specialty Area requirements. The Teacher Education Program prepares students to become mentors in these career fields. During this preparation, the student is exposed to the historical, philosophical and sociological foundations of education (EDUCA 233); a scientific investigation of the human personality, behavior, and development (psychology courses); and an investigation of the schools (methods and principles of teaching course). Students are involved in observing, assisting, participating in and analyzing activities in the public schools through the Early Field Experiences. Finally, each student successfully completes a sixteen week laboratory experience in the public schools to develop an insight into human relations and the special techniques of teaching and mentoring.

Likewise, students majoring in Human Performance and Wellness (Physical Education [Non-Teaching]) are provided well-balanced programs of study. The programs include sound theoretical and practical experiences as well as internship opportunities. The program also prepares students for service-oriented professions and graduate studies.

### OBJECTIVES

1. To provide the students with a core of knowledge, research, theory, and application that forms a base for effective professional practice;
2. To provide the students with pertinent information and knowledge regarding the teaching profession and help them develop an understanding of the important role a teacher plays on the local, state, and national levels;
3. To provide the highest level of instruction through training and experience in the areas of planning instruction, classroom management, computers and evaluation;
4. To offer courses in the social and behavioral sciences, human growth and development, teaching and learning theory and laboratory experience appropriate to the program objectives;
5. To promote students' professional development through library resources, specifically the use of publications related to the disciplines;
6. To promote the development of students' ethical and moral perspectives; and
7. To prepare students to become mentors with functional roles which enable them to gain competencies, knowledge, character, confidence, realistic values, and experiences needed to function autonomously as professional educators.

### DEPARTMENT OF EDUCATION

The mission of the Department of Education is to prepare competent personnel in the fields of Teacher Education. Saint Augustine's purpose is to help student majors develop their full intellectual powers and to strengthen their awareness of their unique personalities through individualized, professional development. The Department of Education provides special services and professional courses for all Teacher Education candidates, which, when properly integrated into a strong liberal arts discipline, prepares sensitive, perceptive, teacher trainees for leadership. In keeping with the goals of the program and of the College, each graduate will:

1. complete a liberal arts education, as an aid to survival in a rapidly-changing world;



2. demonstrate competency in teaching young children, who are our hope for the future;
3. develop an understanding of individual differences; and
4. strengthen the attributes of optimism, hope, adaptability, and belief in positive change.

### **TEACHER EDUCATION PROGRAM**

The Division of Education is oriented toward providing professional courses and special services for the teacher education candidate. The Bachelor of Arts degree is offered in Elementary Education, English Education, Exceptional Children's Education, Music Education, and Social Studies Education; and the Bachelor of Science degree is offered in Biology Education, Business Education, Mathematics Education and Physical Education. The Teacher Education Program consists of the general education program, specialty offerings in nine teaching fields, and a professional core.

The Teacher Education Program realizes the College's mission through the knowledge-base TEACHER AS MENTOR. This philosophy embraces the concept that the primary role of a teacher is to guide students in the learning process. The mentor provides functional roles which enable students to gain competencies, character, confidence, realistic values, and experiences needed to perform as professionals. Upon the completion of TEACHER AS MENTOR learning experiences, Saint Augustine's College students are ready to practice their profession as knowledgeable agents of change in an educational environment and in the community.

#### **Teacher Education Committee**

The direction and coordination of the Teacher Education Program at Saint Augustine's College is made effective through the Teacher Education Committee. The chairperson of the Committee is appointed each year by the Dean of Academic Affairs of the College. The membership includes a representative from each academic area in which this institution prepares teachers, student representation, and public school personnel. Through this committee there is an all-institutional and collaborative community approach to Teacher Education.

### **REQUIREMENTS FOR ADMISSION TO THE TEACHER EDUCATION PROGRAM**

Any student who is interested in becoming a teacher education major must begin the admission process in his/her freshman year by reporting to the Division of Education and completing an orientation form. The Education Department, through advisement, will monitor the student's progress into and through the program. Preparation for the PRAXIS Examination, knowledge of all the rules and regulations applicable to Education majors, and the timely, successful completion of proper course work are important for completing the teacher education program. The student will be formally considered for admission into the teacher education program during the sophomore year upon completion of the following steps:

1. the applicant will enroll in the first required course (EDUCA 233 - Foundations of Education) and receive a grade of "C" or better;
2. the applicant must submit a one-page autobiography;
3. the applicant must receive a grade of "C" or better in each communications and math course in the general education program;
4. the applicant must meet cumulative PRAXIS I minimum score requirements;
5. the applicant must have an overall GPA of at least 2.5;
6. the applicant must demonstrate the personality and interest of a potential mentor/teacher;
7. the applicant must pass an oral and written proficiency screening to determine that he/she has attained a satisfactory level of speaking and writing; and
8. the applicant must be recommended by the appropriate program coordinator.

Procedures for admission into the Teacher Education Program should begin in the freshman year and be completed no later than the end of the sophomore year. Later admissions (as in the case of transfer students) require special advising and screening. Subsequent to submission of an application for admission to the Teacher Education Program and receipt of all supporting documentation of requirements, the student will receive an official letter outlining his/her status in the program. If any student who is declaring education as his/her major has not met the requirements listed above by the end of the sophomore year, the student will not be permitted to matriculate as a teacher education major. Likewise, an officially admitted student that falls below the minimum 2.5 GPA requirement will lose program admittance status.

## **Requirements for Admission to the Alternative Teacher Education Program (Certification Only and Add-on Certification)**

The College offers, through the Department of Education and its Teacher Education Program, the opportunity for degreed persons to earn certification in one of the nine (9) Teacher Education accredited programs. Additionally, the Alternative Teacher Education Program provides degreed persons the opportunity to transition into teacher education fields. Through the Second Chance Teachers Program, military persons are attracted to careers in teacher education. Professional area courses are offered through an abbreviated weekend offering of programs through this component of the Program to accommodate the special needs of this non-traditional population.

In order to qualify for enrollment into the Alternative Teacher Education Program (ATEP), including the Second Chance Teacher Program, the student must have met the following criteria:

1. possession of a baccalaureate degree from an accredited college or university;
2. completion of the State Department of Public Instruction Candidate for Professional Certification (CPC) paperwork;
3. demonstration of the personality and interest of a potential teacher/mentor;
4. identification of an area of study from the nine (9) certification areas offered by the College;
5. ability to document affiliation with the military (Second Chance Teachers Program only).

A student enrolled in the Alternative Teacher Education Program (ATEP) must meet the following criteria in order to gain official admission into the Teacher Education Program:

1. a cumulative grade point average of at least 2.5;
2. enrollment in (EDUCA 233 - Foundations of Education) and a grade of "C" or better;
3. a grade of "C" or better in all professional, specialty and written and oral communication courses;
4. passing scores on the PRAXIS I\* Examination;
5. recommendation by the appropriate program coordinator;
6. completion of specialty courses and professional education courses, based on a "Plan of Study", which has been approved by the Specialty Area Coordinator, the Director of Student Teacher Education, the Director of Student Teaching, and the Chairperson of the Division of Education; and
7. successful completion of any other pre-requisites outlined in the "Plan of Study" (e.g., verification and evaluation of early observations completed, teaching experiences, and lateral entry documentation, if applicable).

---

\*The College, under the direction of the Teacher Education Program, reserves the right to determine the need for completion of PRAXIS I by the applicant for admission to the program.

### **Directed Observation and Early Field Experience**

Teacher Education candidates are required to successfully complete a minimum of sixty (60) hours of pre-student teaching, observing, assisting, participating and analyzing in the elementary and secondary schools as part of their Teacher Education program. The sixty (60) hours are obtained and evaluated while students are enrolled in designated methods and professional courses and take place in the public school setting.

### **Student Teaching**

Student teaching is required of all Teacher Education candidates who wish to be certified by the North Carolina State Department of Public Instruction. The prospective student teacher should have met the following requirements by formal application during the second semester of the junior year or the first semester of the senior year to qualify respectively for the first or second semester of the senior year for student teaching:

1. formal admission to the Teacher Education Program at Saint Augustine's College;
  - a cumulative grade point average of 2.50 or better in all course work;
  - a grade of "C" or better in all professional, specialty and written and oral communication courses;
  - State required scores on PRAXIS I Examination (Communications, Reading Comprehension, Mathematics);
  - successful completion of Education 233 - Foundations of Education;
  - satisfactory rating on an autobiography;
2. senior status (90 semester hours or more) with the completion of all professional courses;
3. completion of a substantial number of major courses to assure proficiency in subject-matter as certified by the

- signature of the Advisor, the Director of Student Teaching, the Department Head, and the Division Chair;
4. successful completion of all observation and participation (Early Field Experience) hours as specified in this catalog to indicate readiness for the student teaching experience;
  5. application for student teaching and the approval of the Teacher Education Committee, the Department Head, the Division Chairperson;
  6. passing the screening criteria, including an oral interview before the Teacher Education Committee and/or any prescriptions made by the committee;
  7. completion of the Candidate for Certification (CPC) Licensing forms.

Applications for student teaching are due on or before October 15 or February 15 of the semester prior to the semester in which the student teaching is to be effected. Student teaching is permitted only in the senior year (either semester).

### **Final Certification Requirements**

The ultimate goal of Teacher Education is to help the prospective teacher receive, immediately upon graduation from Saint Augustine's College, one of the five types of certificates provided by the North Carolina State Department of Instruction:

1. Elementary Education (K - 6)
2. Vocational Business Education (7 - 12)
3. Secondary (9 - 12)
  - Biology Education
  - English Education
  - Music Education
  - Mathematics Education
  - Social Studies Education
4. Special Subjects (K - 12)
  - Physical Education (K-12)
5. Exceptional Children's Education (Learning Disabilities) (K - 12).

Students interested in obtaining teacher certification should check with their advisor and/or program coordinator and the Department of Education office in order to keep abreast of any new certification requirements that they may have to fulfill during their matriculation through the program.

The general requirements for certification are :

- (a) the completion of the bachelor's degree in an approved Teacher Education program;
- (b) confirmation and evaluation of successful experiences in directed observation and student teaching in the area of program completion;
- (c) recommendations by the Department Head, the Division of Education Chairperson;
- (d) passing scores on the National Teacher's Examination (Professional Knowledge and/or Specialty Areas) or PRAXIS II.

### **Certification Update**

Below is a brief explanation of the NTE/PRAXIS and other certification requirements.

- The Professional Knowledge Exam (Core Battery III) with a minimum of 649 is required for Initial Certification.
- Specialty Area Exams are required by the NTE/PRAXIS authorities and the North Carolina State Department of Public Instruction.
- Beginning July 1, 1995, all students formally accepted into an approved teacher education program must have satisfied all minimum score requirements on PRAXIS I Examination prior to formal admission.
- PRAXIS I (Reading): passing score 176; (Writing): passing score 173; (Math): passing score 173.



## PROFESSIONAL EDUCATION REQUIREMENTS FOR THE TEACHER EDUCATION PROGRAM

### Education Requirements

In addition to meeting requirements for general education and academic specialization, all Teacher Education candidates seeking initial certification must meet certain professional education requirements. The meeting of such requirements through professional education course work helps ensure that Teacher Education candidates meet state competencies. Degrees are offered to students training to teach at three levels: K-6, 7-9, and K-12.

Professional course requirements from the list below may vary according to the level and program of study the student chooses. Specific courses required by each program may be found in subsequent sections outlining each area.

### Teacher Education Professional Core Requirements

<u>Course Number</u>	<u>Descriptive Title</u>	<u>Hours</u>
CIS 240	Microcomputer Software Application I	3
PSYCH 332	Psychology of Adolescence	3
PSYCH 326	Child Development	3
EDUCA 223	Foundations of Reading	3
EDUCA 232	Basic Test-Taking Skills (4X .5)	2
EDUCA 233	Foundations of Education	3
EDUCA 235	Introduction to Special Education	3
EDUCA 321	Educational Psychology	3
EDUCA 333	Teaching of Learning Disabled Children	2
EDUCA 337	Curriculum and Methods in Humanities and the Social Sciences	2
EDUCA 338	Curriculum and Methods in Natural Sciences and Mathematics	2
EDUCA 339	Content Area Reading	3
EDUCA 341-349	Series - Methods of Teaching in Secondary Schools	2-4
EDUCA 428	Educational Media & Technology	2
EDUCA 431	Principles of Secondary Education	3
EDUCA 432	Tests and Measurements	3
EDUCA 461	Student Teaching	12

### BIOLOGY EDUCATION

One of the primary objectives of the Department of Biology is to prepare students for teaching of the life sciences at the secondary level. To this end, the department outlines a sequence of courses which incorporates all competencies and adheres to the guidelines for State Approved Teacher Education Programs as well as satisfies NCATE requirements.

### General Education Requirements\*

**55 hours**

See Catalog section referenced

### Specialty Area Requirements

BIO 201	General Ecology	4
BIO 241	Comp. Vert. Anat.	4
BIO 342	General Physiology	4
BIO 441	Bacteriology	4
BIO 442	Genetics	4
CHEM 141	General Chemistry	4
CHEM 142	General Chemistry	4
CHEM 341	Organic Chemistry	4
PHYS 241	General Physics	4
<b>Total Specialty Area Requirements</b>		<b>36</b>



**Professional Education Requirements**

EDUCA232	Basic Test Taking	2
EDUCA233	Foundations of Education	3
EDUCA235	Intro. to Special Education	3
EDUCA321	Educational Psychology	3
PSY 332	Psychology of Adolescence	3
EDUCA339	Content Area Reading	3
EDUCA343	Science Methods	3
EDUCA428	Educational Media	3
EDUCA 432	Test & Measurements	3
EDUCA 431	Principles of Secondary Education	3
EDUCA461	Student Teaching	12
CIS 240	Micro Computer Application	3
<b>Total Professional Education Requirements</b>		<b>44</b>

**Biology Education Program Total****135**

\* **Core General Education Requirements: 55 credit hours** [Biology Education majors should take Biology 141 (4) and Biology 142 (4), instead of Chemistry 131 (3) and Biology 131 (3)]

**BUSINESS EDUCATION**

The Business Education curriculum is offered for students who intend to train to be teachers at the middle school level or above in the area of business. The versatility of the knowledge base offered in this major enables these students to become effective teachers in critical business disciplines such as economics, marketing, computer information systems, accounting, word processing and desktop publishing, and secretarial science. Business Education majors obtain 250 hours of experiential work by completing office Internship (180 hours) and may obtain the remaining hours (70 hours) through documented acceptable work experience or Parallel Internship. The goal is to prepare students for careers in business education and as mentors at the middle and secondary school levels. The objectives of the Business Education major are to:

1. Provide opportunities for development of content in courses of study designed to achieve the competencies in Business Education as required by the State Department of Public Instruction;
2. Develop laboratory experiences for the enhancement of competencies in various areas of business, with specific emphasis on effective communication skills, computer skills, self-reliance, motivation, and responsibility;
3. Prepare students to pass the National Teachers Examination/PRAXIS as they seek to satisfy requirements for initial teacher certification so that they may become effective teachers, tutors, counselors, and enthusiastic role models;
4. Develop an appreciation for the significant functions of business in our modern society and in relation to national and international economics;
5. Understand curricular trends and developments, understand the systematic processes in school settings, and become politically aware; and
6. Produce graduates who understand and are committed to the role of the professional educator as a mentor.

The Professional requirements as outlined below must be completed in the Business Education program.

**General Education Requirements****50**

See Catalog section referenced

**Specialty Area Requirements**

BUS 223	Business Communications	3
CIS 242	Microcomputer Applications II	3
ACCT 231	Principles in Accounting I	3
ACCT 232	Principles in Accounting II	3
CIS 305	Programming in "C" or Cobol	3
BUS 350	Principles of Finance	3
ECON 235	Principles of Economics I	3
BUS 132	Principles of Business	3
BUS 330	Business Law	3
BUS 435	Office Internship	3

BUS	436	Admin. & Coord. in Bus. Ed.	3
OMS	401	Office Management	3
<b>Total Specialty Area Requirements</b>			<b>36</b>

#### **Professional Education Requirements**

EDUCA	232	Basic Test Taking	2
CIS	240	Microcomputer Applications I	3
EDUCA	233	Foundations of Education	3
EDUCA	235	Introduction to Special Education	3
EDUCA	321	Educational Psychology	3
EDUCA	428	Educational Media	3
EDUCA	461	Student Teaching	12
EDUCA	432	Test & Measurements	3
PSYCH	332	Psychology of Adolescence	3
EDUCA	339	Content Area Reading	3
EDUCA	345	Methods of Teaching Business	3
EDUCA	431	Principles of Secondary Education	3

**Total Professional Education Requirements** **44**

**Business Education Program Total** **130**

### **ELEMENTARY EDUCATION**

The Elementary Education Curriculum is designed to prepare pre-service teachers to teach effectively in the content areas through the use of efficient strategies and up-to-date techniques in grades K-6. Moreover, an understanding of child development, learner behavior and attitude adjustment is imperative for teacher success in classroom settings. The curriculum provides developmentally appropriate learning experiences to meet the needs, capabilities and interests of children in kindergarten through grade six.

#### **Objectives**

1. To develop in pre-service teachers the conceptual framework and entry-level skills essential to plan and actualize developmentally appropriate classroom experiences for all elementary school children;
2. To demonstrate mastery of instructional strategies to assist elementary school children in acquiring knowledge, developing skills and forming attitudes within a learning environment focused on active involvement and relevant learning activities; and
3. To develop and implement a complete program designed to provide education majors with knowledge about positive role models and effective mentoring.

**General Education Requirements** **50**  
See Catalog section referenced

#### **Specialty Area Requirements**

EDUCA	324	Teaching of Lang. Arts	2
PSYCH	331	Child Development	3
MUS	334	Public School Music	3
EDUCA	336	Children's Literature	3
ART	336 or 337	Survey & Craft I/II	3
PE	421	Practice & Procedures in Health	2
EDUCA	436	Modern Elementary Schools	2
PE	422	Practice & Procedures in PE	2
SOC	132	Introduction to Sociology	3
HIS	231	American History to 1865	3
HIS	333	NC History	3
GEO	331 or 332	Geography I or II	3

**Total Specialty Area Requirements** **32**

#### **Professional Education Requirements**

CIS	240	Micro Computer Application	3
EDUCA	232	Basic Test Taking Skills	2
EDUCA	233	Foundations of Education	3

EDUCA 235	Introduction to Special Education	3
EDUCA 321	Educational Psychology	3
EDUCA 428	Educational Media	3
EDUCA 461	Student Teaching	12
EDUCA 432	Tests & Measurements	3
EDUCA 337	Curriculum & Method in Humanities & the Social Sciences	2
EDUCA 338	Curriculum & Method in Natural Sciences and Math	2
EDUCA 223	Foundations of Reading	3
	Electives	6
<b>Total Professional Education Requirements</b>		<b>45</b>
<b>Elementary Education Program Total</b>		<b>127</b>

## ENGLISH EDUCATION

### Objectives

The English Education major prepares students to understand adolescents, to use current teaching theories and methods, and to discover the role of literature and writing in the development of the high school student. English Education students learn new technologies that are part of teaching English today, especially the use of computers for writing and creative uses of videos, tapes and overhead projectors for literature and writing. Knowing the importance of English in the secondary school curriculum, our mission is to send men and women into teaching that are well-prepared in their field and who have a love of learning that inspires their students. The English teacher becomes a mentor when he or she models both competence and enthusiasm, drawing the student into a dynamic learning process.

### Goals

The primary goals of the program are the following:

1. To develop excellence in communicative skills and critical thinking through the study of literature and language; and
2. To develop the ability to apply different concepts of learning and a variety of teaching techniques to instruction.

These goals are implemented through the following objectives:

1. To provide students with a thorough knowledge of outstanding works from English, American, World, African-American, and African literature;
2. To provide students with an understanding of literary criticism and the development of a critical acumen through the interpretation, analysis, and synthesis of literary works;
3. To provide students with an understanding of the origins, characteristics, and diversity of the English language;
4. To learn, through study and research, the most recent techniques for diagnosing student needs and methods of developing curricula to meet those needs in the areas of reading, writing, speaking, listening, and viewing;
5. To learn, through writing and reading across the curriculum, the importance of writing and reading on interdisciplinary subjects and the necessity to engage students in writing in all disciplines; and
6. To plan curricula that utilize recent technology in the teaching-learning process, especially the use of computers to facilitate effective writing and audiovisual equipment in the development of linguistic skills and cultural awareness.

<b>General Education Requirements</b>	<b>50</b>
See Catalog section referenced	

### Specialty Area Requirements

ENGL 224	Modern Grammar	3
ENGL 233	Advanced Composition	3
ENGL 253	Literary Terms	3
ENGL 328-9	American Literature	6
ENGL 331-2	English Literature	6
ENGL 333	Journalism	3
ENGL 337	English Language	3
ENGL 431	Shakespeare	3
ENGL 432	The Novel - 19 <sup>th</sup> & 20 <sup>th</sup> Centuries	3
<b>Total Specialty Area Requirements</b>		<b>33</b>

**Professional Education Requirements**

CIS	240	Micro Computer Application	3
MUS	325	Survey of African-American Music	3
EDUCA	232	Basic Test Taking Skills	2
EDUCA	233	Foundations of Education	3
EDUCA	235	Introduction to Special Education	3
EDUCA	321	Educational Psychology	3
EDUCA	428	Educational Media	3
EDUCA	461	Student Teaching	12
EDUCA	432	Tests & Measurements	3
PSYCH	332	Psychology of Adolescence	3
EDUCA	339	Content Area Reading	3
EDUCA	345	Methods of Teaching English in Secondary Schools	3
EDUCA	431	Principles of Secondary Education	3
<b>Total Professional Education Requirements</b>			<b>47</b>
<b>English Education Program Total</b>			<b>130</b>

**EXCEPTIONAL CHILDREN'S EDUCATION**

The Exceptional Children's Education Program is designed to prepare qualified individuals for a chosen profession in the field of education, with concentration in Learning Disabilities. Students will be able to meet the challenges of today's classroom by successfully completing all the course requirements for general, professional, and specialty area competence.

**Goals**

The program is designed to prepare students enrolled in the Exceptional Children's Program:

1. To provide assessment, instruction, evaluation, and remediation services to children, youths, and adults with specific learning disabilities;
2. To develop, implement, and evaluate services designed for this population;
3. To actively participate in a series of academic courses, field-based activities, and applied research projects designed around "effective teaching" procedures, techniques, evaluative measures, and instructional materials and resources for learners with specific learning disabilities; and
4. To mentor students in the learning process by personalizing the environment to enhance each individual's level of self-esteem to increase academic, social and emotional skills.

**Objectives**

1. To identify and report the general, physical, psychological, educational and behavioral characteristics of children with potential learning disabilities, using appropriate forms for documentation to reflect the needs of the whole child;
2. To select and administer formal and informal tests designed specifically to measure strengths and weaknesses of the learning disabled child for effective service delivery;
3. To utilize results of formal and informal assessments, obtained through the referral process to modify the instructional program for each child identified with a specific learning disability, according to criteria established under P.L. 142 and P.L. 94-357;
4. To develop individualized educational programs for children with specific learning disabilities by preparing developmentally appropriate long- and short-range goals and objectives in the cognitive, affective, and psychomotor domains where appropriate;
5. To select and implement effective instructional remediation strategies designed to strengthen weaknesses in deficit areas affecting functional academic performance for learning disabled children, including the use of task analysis, new behaviors, computers, lesson plans, and other principles of learning;
6. To manage the classroom environment through effective room arrangements, using effective alternative strategies, such as large and small group instruction, classroom seating arrangements, peer tutoring, role-modeling, and behavioral intervention strategies;
7. To develop basic personalization required for effective mentoring demonstration to the learning disabled child by showing how to accept and value individual differences during lab activities, demonstration projects, early observation, and student teaching experience; and



8. To develop professional attitudes valued for effective teaching, consultation with parents and professionals, and overall, as demonstrated by active participation in professional organizations, (CEC and N.C.A.T.) meetings, workshops, and PTA meetings, when appropriate.

**General Education Requirements\*** **50**  
See Catalog section referenced

### Specialty Area Requirements

EDUCA 313	Diagnosis & Correction of Reading Disabilities	3
EDUCA 324	Teaching of Language Arts	2
EDUCA 327	Introduction to Learning Disabilities	2
EDUCA 336	Children's Literature	3
EDUCA 332	Diagnosis & Correction of Math Disabilities	3
PSYCH 331	Child Development	3
MUS 334	Public School Music	3
ART 336 or 337	Survey & Craft I/II	3
PE 421	Practice & Procedures in Health	2
PE 422	Practice & Procedures in PE	2
PSYCH 460	Psychology of Exceptional Children	3
HIS 231	American History to 1865	3
GEO 331 or 332	Geography I or II	3
SOC 232	Contemporary Family Life	3
EDUCA 333	Teaching of Learning Disabilities	3
	Elective	<u>3</u>
<b>Total Specialty Area Requirements</b>		<b>44</b>

### Professional Education Requirements

CIS 240	Micro Computer Application	3
MUS 325	Survey of African-American Music	3
EDUCA 232	Basic Test Taking Skills	2
EDUCA 233	Foundations of Education	3
EDUCA 235	Introduction to Special Education	3
EDUCA 321	Educational Psychology	3
EDUCA 428	Educational Media	3
EDUCA 461	Student Teaching	12
EDUCA 432	Tests & Measurements	3
EDUCA 223	Foundations of Reading	3
<b>Total Professional Education Requirements</b>		<b>35</b>

**Exceptional Children's Education Program Total** **129**

---

**\*Core General Education Requirements 50 hours** (MATH 233 [Modern Math], instead of MATH 133, is required as part of the math requirements for Elementary Education)

## MATHEMATICS EDUCATION

We believe that quality education begins with the classroom teacher. One of the primary objectives of the Department of Mathematics is to prepare our students for teaching quantitative skills at the secondary level while serving as mentors. To this end, the department outlines a sequence of courses of study which incorporates all required competencies and adheres to the guidelines for the State of North Carolina Approved Teacher Education Programs.

**General Education Requirements\*** **55**  
See Catalog section referenced

### Specialty Area Requirements

MATH	220	PASCAL	3
------	-----	--------	---

MATH	230	Introd. to Logic	3
MATH	331	Calculus III	4
MATH	332	Analysis	3
MATH	334	Modern Algebra	3
MATH	335	Modern Geometry	3
MATH	337	Linear Algebra	3
MATH	338	Differ. Equations	3
CHEM	142	General Chemistry	4
PHYS	242	General Physics	4
<b>Total Specialty Area Requirements</b>			<b>33</b>

#### **Professional Education Requirements**

EDUCA	233	Foundations of Education	3
EDUCA	235	Introduction to Special Education	3
EDUCA	321	Educational Psychology	3
EDUCA	339	Content Area Reading	3
PSYCH	332	Psychology of Adolescence	3
EDUCA	428	Educational Media	3
EDUCA	432	Test & Measurements	3
EDUCA	461	Student Teaching	12
CIS	240	Microcomputer Applications I	3
EDUCA	232	Basic Test Taking Skills	2
EDUCA	345	Methods of Teaching Math in Secondary Schools	3
EDUCA	431	Principles of Secondary Education	3
<b>Total Professional Education Requirements</b>			<b>44</b>
<b>Mathematics Education Program Total</b>			<b>132</b>

**\*Core General Education Requirements 55 hours** Mathematics Education majors should take MATH 231 [Calculus I], and MATH 232 [Calculus II]—4 hours each, instead of MATH 131 and MATH 133, which are 3 hours each. NOTE: Any course taken in preparation for this program of studies will not be counted in the total number of hours required for graduation.

### **MUSIC EDUCATION (K-12)**

The Music Education Curriculum (K-12) is designed to prepare students to become effective teachers and mentors in Music Education. Upon completion of the program of study, music education majors are expected to demonstrate competencies in the specialty and professional areas that ensure effectiveness in the instructional process. (See specialty program admissions requirements and guidelines.)

#### **A. Program Goals**

1. To provide a curriculum in music education emphasizing vocal and instrumental music; and
2. To provide a curriculum which qualifies students for North Carolina Licensure

#### **B. Program Objectives**

1. To develop students who exemplify knowledge, skills, and attitudes germane to the music profession in general and the teaching profession in particular;
2. To offer a program of study which expands students' critical thinking and leads to effective planning, teaching, and evaluation skills to create positive outcomes; and
3. To provide students with the cognitive experiences (i.e., professional organization and conferences) which offer the latest trends in music education (computer technology, Computer Assisted Instruction [CAI], and Orff-Kodaly Techniques.).

**General Education Requirements** **50**  
See Catalog section referenced

**Specialty Music Requirements (By Area)****Vocal and Choral Concentration****Theoretical Studies**

MUS 121	Music Skills I	1
MUS 122	Music Skills II	1
MUS 221	Music Skills III	1
MUS 222	Music Skills IV	1
MUS 131	Music Theory I	2
MUS 132	Music Theory II	2
MUS 231	Music Theory III	2
MUS 232	Music Theory IV	2
MUS 331	Computer Technology for Musicians	2

**Applied Theoretical Studies**

MUS 111	Class Piano I	1
MUS 211	Class Piano II	1
MUS 311	Class Piano III	1
MUS 411	Introduction to Electronic Technology	1

**Leadership Skills**

MUS 227	Conducting Techniques	1
MUS 228	Choral Conducting & Literature	1
	or	
MUS 229	Instrumental Conducting & Literature	
MUS 341	Instrumental & Choral Arranging	2

**History and Literature (Required 6 hours)**

MUS 237	Medieval & Renaissance	2
MUS 238	Music in World Cultures	2
MUS 335	Music Seminar	0
MUS 337	Baroque & Classical	2
MUS 338	Romantic & 20th Century	2

**Applied Studies**

Applied	Voice or Piano	6
MUS 333	Junior recital	½
Ensemble		½/0 (1½)

**Music Education**

MUS 113	Class Voice	1
MUS 223	Class Instrument I	1
MUS 224	Class Instrument II	1
MUS 225	Class Instrument III	1
MUS 226	Class Instrument IV	1

**Total Specialty Music Requirements 42**

**Professional Education Requirements**

EDUCA 233	Foundations of Education	3
EDUCA 321	Educational Psychology	3
PSYCH 332	Psychology of Adolescence	3
EDUCA 339	Content Area Reading	3
EDUCA 347	Vocal Music Methods	2
EDUCA 348	Instrumental Music Methods	2
EDUCA 431	Principles of Secondary Education	3
EDUCA 432	Test & Measurements	3
EDUCA 461	Student Teaching	12
EDUCA 232	Basic Test-Taking Skills	2
EDUCA 235	Introduction to Special Education	3

**Total Professional Education Requirements 39**

**PHYSICAL EDUCATION TEACHER EDUCATION**

In the Physical Education Teacher Education Program the student may qualify for certification for grades K-12. In addition to these general aims for students, the professional program aims to meet the demand for trained personnel who can: (1) conduct purposeful programs of physical education in public and private schools, community, and senior colleges; (2) direct and lead recreational programs in a variety of situations, such as community centers, playgrounds, campuses, student unions, complexes for senior citizens, outdoor recreation programs, and (3) pursue graduate study in allied professions.

**Specialty Area Requirements**

PE 231	Introduction to Physical Education	3
PE 121	SAT: Individual & Dual Sports	2
PE 121	SAT: Team Sports	2
PE 118	Beginning Swimming	1
PE 221	First Aid, Safety	2
PE 232	Gymnastics	3
PE 234	Principles of Physical Education	3
PE 241	Human Anatomy & Physiology	4
PE 331-332	Coaching and Officiating	4
PE 333	Kinesiology	3
PE 336	Organization & Admin. in PE	3
PE 421	Practices & Procedures in Health	2
PE 422	Practices & Procedures in PE for Elementary Schools	2
PE 433	Dance	2
ART 336	Survey in Craft I	3
<b>Total Specialty Area Requirements</b>		<b>39</b>

**Professional Education Requirements**

PE 335	Adaptive & Corrective PE	3
CIS 240	Micro Computer Application	3
EDUCA 233	Foundation of Education	3
PE 432	Test and Measurements	3
EDUCA 321	Educational Psychology	3
PSYCH 332	Psychology of Adolescence	3
EDUCA 349	Teaching of Physical Education	2
EDUCA 339	Content Area Reading	3
EDUCA 461	Student Teaching	12
EDUCA 232	Basic Test Taking	2
EDUCA 428	Educational Media	3
<b>Total Professional Education Requirements</b>		<b>40</b>
<b>TOTAL</b>		<b>129</b>

**SOCIAL STUDIES EDUCATION****Mission**

The mission of the Social Studies major program at Saint Augustine's College is to provide a well-defined program of courses for students seeking a traditional liberal arts education and to train them successfully for specific careers in teaching. The program also has application for government, private industry and business as well. The Social Studies major also seeks to prepare students for professional and/or graduate studies. This program aims to expand the intellectual horizons of students and broaden their life experiences. A student pursuing a degree in Social Studies will acquire a better understanding of society and an appreciation for other cultures and peoples who make up the world community.

**Objectives**

The basic objectives of the Social Studies program include the following:



1. To formulate objectives, use resources, select content, use effective teaching strategies, and evaluate learning outcomes;
2. To demonstrate proficiency in geography skills, computer skills, and in skills needed for problem-solving, decision-making, planning and participation;
3. To identify concepts and make valid generalizations that provide insights into the political, economic and social behavior of people;
4. To exhibit knowledge regarding the structure and function of the social, political, and economic institutions of American society;
5. To identify constructive attitudes toward diversity, change, conflict and uncertainty; and
6. To identify an understanding of oneself and one's relationship to others.

### Specialty Area Requirements

#### History Courses

HIST 231, 232	American History	6
HIST 233, 234	European History	6
HIST 323	Afro-American History	3
HIST 333	North Carolina History	3

#### Social Sciences

POL SC 231	Introduction to Political Science	3
POL SC 131	American National Government	3
GEOG 331	Principles of Geography	3
GEOG 332	Regional Geography	3
SOC 132	Introduction to Sociology	3
ECON 235	Principles of Economics	3
<b>Total</b>		<b>36</b>

#### Professional Area Requirements

CIS 240	Microcomputer Software Application I	3
EDUCA 232	Basic Test-Taking Skills	2
EDUCA 233	Foundations of Education	3
EDUCA 235	Introduction to Special Education	3
EDUCA 321	Educational Psychology	3
EDUCA 339	Content Area Reading	2
EDUCA 344	Teaching of Social Studies	3
EDUCA 428	Educational Media	2
EDUCA 431	Principles of Secondary Education	3
EDUCA 432	Tests and Measurements	3
EDUCA 461	Directed Student Teaching	12
PSYCH 332	Psychology of Adolescence	3
<b>Total</b>		<b>42</b>

**Electives:** Not required for the majors, but students may take twelve (12) hours from the following courses for their own enrichment and further development.

ECON 236	Principles of Economics II	3
ENGL 227	African-American Literature	3
HIST 235	African Culture and Civilization I	3
HIST 236	African Culture and Civilization II	3
HIST 321	Seminar in Historical Research	2
HIST 330	Contemporary Affairs	3
HIST 334	Recent American History	3
HIST 335	Intellectual History of the West	3
POL SC 133	Political Ideologies	3
POL SC 233	American State and Local Government	3
POL SC 332	Comparative Politics	3
SOC 231	Modern Social Problems and the Black Experience	3

SOC	235	Urban Sociology	3
SOC	327	Race Relations	3
<b>Grand Total Social Studies Education Requirements:</b>			
<b>Total General Education Requirements</b>			<b>48</b>
<b>Total Specialty Area Requirements</b>			<b>36</b>
<b>Total Professional Area Requirements</b>			<b>42</b>
<b>Electives</b>			<b>12</b>
<b>Total</b>			<b>138</b>

## COURSE DESCRIPTIONS

**EDUCA 112. FOUNDATIONS OF LEARNING.** This course is designed to provide an initial powerful experience in various aspects of college life and to promote bonding among students, faculty, staff, and campus organizations. It focuses on process education and develops skills in reading and writing, information processing, self group assessment, personal development, critical thinking, communication, teamwork, problem solving, time management, and self-management. Students will experience active learning, be required to develop cogent reasoning, present well-supported conclusions in writing, discussions, and formal presentations, and contribute to building a quality learning community. *Required of all freshmen. (3) Fall and Spring.*

**EDUCA 200. COOPERATIVE EDUCATION.** This work-study plan is designed to integrate the student's academic experiences with practical experiences on the job. Students enrich their education by alternating institutional periods of study with practical periods of meaningful work in business, industry, health, social and state agencies. *(12) Fall or Spring.*

**EDUCA 205 & 206. PARALLEL INTERNSHIP I & II.** This twenty (20) hour per week work-study plan is designed to integrate academic experiences with practical experiences on the job. Students usually work on discipline-related jobs and return to their employers for successive terms. *(3) Fall, Spring, or Summer. Fee: \$70.00.*

**EDUCA 210. CAREER PLANNING.** This course is designed to teach students to become creative, competitive, and knowledgeable career-planners. Course content and project work include academic experience translated to the work world, skills identification, decision-making, individual career options, and alternate job search strategies. *(3) Fall and Spring.*

**EDUCA 223. FOUNDATIONS OF READING.** This basic course is designed to assure knowledge and familiarity with current methods, materials, and significant research in the teaching of reading in the elementary school. *Required for Elementary Education Major. (3) Fall or Spring.*

**EDUCA 232. BASIC TEST-TAKING SKILLS.** This course is designed to introduce techniques that can be used by students from various disciplines to maximize their scores in standardized examinations. *(2) Fall and Spring.*

**EDUCA 233. FOUNDATIONS OF EDUCATION.** The beginning professional course in education includes the history, philosophy, and the sociological foundations of education, which aim to give the student a broad overview of education as a discipline from its inception to the present. *Required of all students seeking admission to teacher education. (3) Fall or Spring.*

**EDUCA 235. INTRODUCTION TO SPECIAL EDUCATION.** In this course, mental, physical, emotional, and social traits of several types of exceptional children will be discussed. Learning characteristics of gifted, learning disabled, and physically handicapped children will be studied, as well as their effects upon the regular classroom. *Requires participation in Early Field Experience (EDUCA 300). (3) Fall or Spring.*

**EDUCA 300. EARLY FIELD EXPERIENCE LAB.** This course must be taken by all teacher education majors registered in designated courses. Students will be assigned to an appropriate public school experience which will provide the opportunity for observation, participation, assistance and analysis under the mentorship of an experienced teacher. Students will be supervised by the teacher education faculty member assigned to the course through which the experience is assigned. Each student will enroll in this lab at least four (4) times for fifteen (15) hours each. Students must earn sixty (60) hours of early field experience in a sequential and progressive manner through coursework. *(0 credit hours)*

**EDUCA 313. DIAGNOSIS AND CORRECTION OF READING DISABILITIES.** A laboratory course concerned with analysis and study of factors which contribute to and precipitate reading disabilities in elementary and secondary school. (3) *Fall or Spring.*

**EDUCA 321. EDUCATIONAL PSYCHOLOGY.** This course involves the study of the application of psychological principles to education. It deals with the various problems encountered in the teaching-learning process. *Required of all prospective teachers. Requires participation in Early Field Experience (EDUCA 300).* (3) *Fall or Spring.*

**EDUCA 324. THE TEACHING OF LANGUAGE ARTS.** This course investigates methods and materials used in teaching the language arts in grades K-6. Instructional techniques applicable to the teaching of spelling, handwriting, dramatics, and compositional skills will be emphasized. (2) *Fall or Spring.*

**EDUCA 325. EARLY CHILDHOOD CURRICULUM.** This course is concerned with the interactions and responses of young children, ages five through eight, and their environmental experiences. Curriculum preparing materials for kindergarten and grades one through three and the exploration of published materials are covered in this course. A twenty hour approved practicum in the public schools is required. (2) *Fall.*

**EDUCA 326. EARLY CHILDHOOD ACTIVITIES AND TECHNIQUES.** This course teaches activities of young children and the techniques of teaching them. Emphasis will focus upon the teaching of the languages arts, lettering and handwriting, number work, and various aspects of the social and natural sciences. Some special attention will be given to behavioral objectives. Twenty hours of approved practicum in the public schools are required. (2) *Spring. Laboratory Fee: \$20.00.*

**EDUCA 327. INTRODUCTION TO LEARNING DISABILITIES.** The characteristics and educational needs of learning disabled children are considered in relation to their adjustment problems. (2) *Fall.*

**EDUCA 332. DIAGNOSIS AND CORRECTION OF MATH DISABILITIES.** This course is designed to provide instruction in the utilization of diagnostic instruments on the elementary and secondary school levels. (2) *Fall.*

**EDUCA 333. TEACHING LEARNING DISABLED CHILDREN.** This course deals with instructional strategies, curriculum materials, classroom management techniques, and planning procedures for instructing the learning disabled student. Attention will be given to mastery of psycho-educational assessment procedures, using selected test batteries: IEP programming and multidisciplinary team approach; and an on-going assessment. *Requires participation in Early Field Experience (EDUCA 300).* (2) *Spring.*

**EDUCA 336. CHILDREN'S LITERATURE.** This course is designed for recreational reading instruction and surveys the field of children's literature from early childhood through grade eight. *Required for Elementary Education Majors.* (3) *Fall or Spring.*

**EDUCA 337. CURRICULUM AND METHODS IN HUMANITIES AND THE SOCIAL SCIENCES.** This course includes the teaching of other language arts besides reading per se (reading and the basic communicative skills are covered by EDUCA 339), the teaching of the affective domain (attitudes and values), and all other subjects of the elementary (K-6) school that deal with human relations. *Open to juniors and first-semester seniors.* (2) *Fall.*

**EDUCA 338. CURRICULUM AND METHODS IN THE NATURAL SCIENCES AND MATHEMATICS.** The teaching of science and mathematics in the elementary schools (K-6) will be emphasized. *Requires participation in Early Field Experience (EDUCA 300).*

**EDUCA 339. CONTENT AREA READING.** This course is designed to assure an understanding of reading in relation to different subject-matter and content-area methodologies. *Required for Elementary and Secondary Education majors.* (3) *Fall or Spring.*

**EDUCA 340. CURRICULUM AND METHODS IN THE ELEMENTARY SCHOOL.** A junior level course designed to meet the new curriculum pattern of K-6 requirement and cover curriculum materials and methods extending from Kindergarten to sixth grade. *Ten (10) hours of sequentially planned field experiences will be required from the students.* (3) *Fall or Spring.*



**EDUCA 341-349. METHODS AND MATERIALS FOR TEACHING IN THE SECONDARY SCHOOLS.** This set of courses offered by the various academic departments is designed to acquaint the Teacher Education candidate with the methods and techniques for teaching the particular subject as well as the curriculum materials available in the modern secondary school. Emphasis will be on correlating college subject-matter and education theory with the modern high school curriculum. Variable credit, as listed below for each respective department (see special entry among the course descriptions of the several departments):

EDUCA 341	The Teaching of Mathematics	(3)
EDUCA 342	The Teaching of Business Subjects	(3)
EDUCA 343	The Teaching of Science	(3)
EDUCA 344	The Teaching of Social Studies	(3)
EDUCA 345	The Teaching of English	(3)
EDUCA 346	The Teaching of Modern Foreign Languages	(2)
EDUCA 347	The Teaching of Vocal Music	(2)
EDUCA 348	The Teaching of Instrumental Music	(2)
EDUCA 349	The Teaching of Physical Education	(2)

*Requires participation in Early Field Experience (EDUCA 300).*

**EDUCA 428. EDUCATIONAL MEDIA.** A study of educational technology, including the practice of utilizing projectors (film projector, filmstrip projectors, overhead projector, opaque projector, and slide projector) and other audiovisual materials as a method geared toward instruction. (2) *Fall or Spring.*

**EDUCA 431. PRINCIPLES OF SECONDARY EDUCATION.** This is a course especially designed to precede student teaching in the secondary school. Special attention is given to the interrelationship of the high school curriculum with the needs of the adolescent. *Prerequisite:* EDUCA 233. (3) *Fall or Spring.* (1) personality, (2) general and special abilities, (3) aptitude, (4) achievement, and (5) interest. *Prerequisites:* PSYCH 232; EDUCA 432. *Requires participation in Early Field Experience (EDUCA 300).* (3) *Fall or Spring.*

**PSYCH 460. PSYCHOLOGY OF EXCEPTIONAL CHILDREN.** This course will present psychological effects and implications of disabilities for both elementary and secondary students. Attention will be given to the effects and role of testing in evaluation, with reference to educational and other settings. Emphasis will be on the home and school transitions and on social skills development in the academic environment. (3) *Fall.*

**EDUCA 432. TESTS AND MEASUREMENTS.** This course is recommended for all teachers, psychologists, and social workers. The course is designed to aid in the development of teacher-made tests, the use of standardized tests, and employment of statistical data in education. (3) *Fall or Spring. Fee: \$20.00.*

**EDUCA 433. EARLY CHILDHOOD EDUCATION.** This course is a special study of the organization and management of a kindergarten. The course includes the history, philosophy, and social foundations of the modern early childhood program. *Prerequisite:* EDUCA 233. (2) *Fall or Spring.*

**EDUCA 436. THE MODERN ELEMENTARY SCHOOL.** The course is concerned with the history, curriculum, and objectives of the elementary school years and the kind of educational process necessary to realize these objectives. *Required of all elementary majors prior to student teaching. Prerequisite:* EDUCA 233. *Requires participation in Early Field Experience (EDUCA 300).* (2) *Fall or Spring.*

**EDUCA 461. STUDENT TEACHING.** This course involves directed professional laboratory experiences, including sixty (60) or more hours of observation-participation before student teaching. (12) *Fall to Spring. Fee: \$100.00.*

**EDUCA 465. SEMINAR IN EDUCATION - AN INTERDISCIPLINARY APPROACH.** This course is designed to strengthen students in the skills needed for competency in teaching-learning activities. Research relevant to changes in Teacher Education programs will be thoroughly analyzed. (3) *Fall or Spring.*

## DEPARTMENT OF PHYSICAL EDUCATION

### Objectives

The general aim of the Department of Physical Education is to contribute to the total development of the student, so that he or she may function effectively in personal and social relationships. Emphasis is placed upon: (1) the development of student appreciation for regular participation in wholesome physical activities; (2) the learning of



physical skills so that participation may be enjoyable; (3) the utilization of physical activities as a means of effecting desirable changes in individuals; (4) providing health and giving them experiences and established habits which will promote proper physical development and good health; (5) qualifying teachers of Physical Education for the public and private schools; and (6) preparing leaders in Physical Education for opportunities in related fields and graduate studies.

The department believes that if these aims are achieved it will be contributing to the general education of all students and to the aims of Saint Augustine's College. It offers the following services in Physical Education:

1. Professional education in physical education recreational studies;
2. Required physical activity for men and women;
3. Intramural athletics and extramural athletics for men and women;
4. Extracurricular activities; e.g., PEM Club, Honors Club, Dance Club, and activities for faculty/staff and students, including the disabled;
5. Mainstream and adaptive physical activity; and
6. Exemption of veterans of armed forces and qualified ROTC students from required courses upon approval of the Dean of Academic Affairs and the Registrar.

The department offers a wide range of activities to students enrolled in physical activity classes, including games, sports, stunts, recreational activities, fitness, dance activities, gymnastics and aquatics. Where possible, the service program of the department will be enlarged to include any physical education activity in which there is sufficient interest for the typical student.

Physical and medical examinations are required of all students by the College. Those whose medical examinations reveal conditions which prohibit attendance at regular classes are encouraged to take adaptive classes in the required program. Intramural athletics give every student an opportunity to participate in competitive athletics on an equal basis. All students majoring in Physical Education are required to purchase the proper major's uniform, including materials used in game leadership and intramural activities.

All students majoring in Human Performance and Wellness (Physical Education [Non-Teaching]) must be proficient in at least two team sports and two individual and/or dual sports. Each major is assigned to a department staff member for advising. All majors must take and pass the PED exam. The student majors should make an early decision as to whether or not they will go into the Teacher Education program. The major with the certification is especially designed for students who want to teach and work in the area as a career. It is very difficult to change programs in the senior year successfully and graduate on time. Credit hours in excess of 18 per semester may be carried on approval of the Department Head and the Academic Dean.

All students must complete PE 100 and three of the following Physical Education requirements before graduation: 103, 104, 105, 106, 107, 108, 109, 110, 111, 112, 113, 114, 115. (Only three (3) courses are required.)

### **Human Performance and Wellness (Physical Education [Non-Teaching])**

The Human Performance and Wellness (Physical Education [Non-Teaching]) curriculum offers students majoring in performance a wide-range of opportunities for careers and graduate study options. Upon completion of the program, students qualify for opportunities such as health, fitness, and wellness positions through various service areas (e.g., recreation, YMCA, coaching, fitness clubs, etc.). Additionally, students are equipped with a sound basis for graduate studies and concerns in other health related fields.

### **General Education Requirements**

#### **Specialty Area Requirements**

PE 231	Introduction to Physical Education	3
PE 121	SAT: Individual & Duo Sports	2
PE 121	SAT: Team Sports	2
PE 118	Beginning Swimming	2
PE 221	First Aid Safety	2
PE 232	Gymnastics	3
PE 234	Principles of Physical Education	3
PE 241	Human Anatomy & Physiology	4
PE 321	Introduction to Recreation	2

PE 323	Community Recreation	2
PE 331-332	Coaching and Officiating	4
PE 333	Kinesiology	3
PE 334	Social and Community Health	2
PE 335	Adaptive & Corrective PE	3
PE 336	Organization & Admin. in PE	3
PE 422	Practice & Procedures in PE	2
PE 432	Test and Measurements	3
PE 433	Dance	2
PE 322	Outdoor Recreation	3
CIS 240	Micro Computer Application	3
ART336	Survey in Craft I	3
<b>Total Specialty Area Requirements</b>		<b>56</b>
<b>VIII. Electives</b>		<b>18</b>
<b>Human Performance Program Total</b>		<b>127</b>

### COURSE DESCRIPTIONS

**PE 100. PERSONAL HYGIENE.** This course is designed to teach the fundamental laws for the maintenance of health and hygiene and the conditions that promote healthful living. It deals with problems surrounding drug and alcohol abuse. (½) *Fall or Spring.*

**PE 101. WELLNESS CONCEPTS.** This course will be geared towards helping the student to take charge of his/her life through an understanding of and introduction to wellness practice and personal development. A team teaching approach will be used to provide knowledge and understanding, and to develop practices that will lay the foundation for students to develop a wellness attitude. Instruction on how to identify and assess one's own risk factors and develop solutions will be given.

**PE 102. BASEBALL.** This team sport is geared to the interests and needs of the students. This course deals with all aspects of the sport of baseball as an activity geared toward team play. (½). *Fee: \$20.00.*

**PE 103. SOFTBALL.** This course deals with basic knowledge, techniques, and the practice of the fundamental skills of softball. (½). *Fee: \$20.00.*

**PE 104. VOLLEYBALL.** This course covers the fundamental knowledge, techniques, and practical skills of volleyball as a team sport. (½) *Fee: \$20.00.*

**PE 105. BASKETBALL.** This team sport activity deals with fundamental skills, techniques, knowledge and participation in basketball as a team sport. (½). *Fee: \$20.00.*

**PE 106. GYMNASTICS, TUMBLING AND TRAMPOLINE.** This course is planned for the development of basic knowledge, techniques and fundamental skills for stunts and tumbling. (½). *Fee: \$20.00.*

**PE 107. BADMINTON.** This course covers the fundamental skills and knowledge of the sport. This course deals with participation and activity as an individual and team sport. (½). *Fee: \$20.00.*

**PE 108. ARCHERY.** This course includes an analysis of the basic knowledge, techniques, fundamental skills and participation in archery. (½). *Fee: \$20.00.*

**PE 109. TRACK AND FIELD.** This course covers the basic knowledge, practices, techniques, and fundamentals of track and field. (½). *Fee: \$20.00.*

**PE 110. GOLF.** This course deals with the fundamental skills, knowledge, techniques, history, strategies, terminology, and participation of the sport. (½) *Fee: \$20.00.*

**PE 110. BOWLING.** This course covers the basic knowledge, techniques, and practices of the fundamental skills of bowling. (½) *Fee: \$20.00.*

**PE 111. TOUCH FOOTBALL.** This course covers the basic knowledge of the sport of touch football. Students will have the opportunity to play the sport. (½) Fee: \$20.00.

**PE 111. SOCCER.** This course deals with fundamental knowledge, techniques, and practices of the fundamental skills of soccer. (½) Fee: \$20.00.

**PE 112. SPEEDBALL.** In this course, students will cover the basic knowledge of the sport of speedball and have an opportunity to participate in team play. (½) Fee: \$20.00.

**PE 113. SHUFFLEBOARD.** This course is planned for the development of basic skills in performance. (½) Fee: \$20.00.

**PE 114. RECREATIONAL ACTIVITIES.** This course is designed for the student who needs the required adaptive PE program. It involves such activities as quiet games, horseshoes, bowling, paddle tennis, badminton, and golf. (½) Fee: \$25.00.

**PE 115. SQUARE, SOCIAL, FOLK, AND AEROBIC DANCE.** This course offers a knowledge of rhythms basic to the development of performance, ability, and skill in the execution of natural activities. (½) Fee: \$20.00.

*Required PE courses may only be taken from those listed PE 102-115. Students are not permitted to enroll in the same course numbers and activities more than one (1) time in meeting their course requirements in the required Physical Education program.*

**PE 116. TENNIS.** This course offers a fundamental knowledge of basic skills needed to enjoy and participate in tennis as an individual and team sport. (½) (Two periods per week.) Fee: \$20.00.

**PE 118. BEGINNING SWIMMING.** This course is designed to develop skills in the execution of the accepted styles of swimming, with special attention given to individual needs. **REQUIRED OF ALL MAJORS.** (½) Fall. Fee: \$50.00.

**PE 119. INTERMEDIATE SWIMMING.** Continuation of techniques of Elementary Swimming with emphasis on the development of skills in the basic and standard swimming strokes. *Prerequisite:* PE 118. (1) Summer. Fee: \$50.00.

**PE 121-122. SAT: INDIVIDUAL/DUAL/TEAM SPORTS.** The development of skills and techniques in individual/dual activities and life time fitness is stressed. Emphasis is also placed on individual activities. **REQUIRED OF ALL MAJORS.** (2) Fall.

**PE 123. PERSONAL HEALTH.** This course provides the student with a thorough foundation in health facts, both personal and community, upon which he/she can build sound principles of instruction. *Elective.* (2) Fall and Spring.

**PE 221. FIRST AID, SAFETY, AND PREVENTION AND TREATMENT OF ATHLETIC INJURIES.** This lecture laboratory course is designed to equip the student with knowledge and skills necessary to provide immediate care to the injured or suddenly ill person. The student may earn a certification in Standard First Aid and CPR. **REQUIRED OF ALL MAJORS.** (2) Fall and Spring. Fee: \$20.00.

**PE 224. ATHLETIC TRAINING.** This course is designed to introduce the field of athletic training and its practical and theoretical applications. It includes a lab and will introduce students to NATA requirements and other organizations with which the athletic trainer must be familiar. *Spring.* Fee: \$25.00.

**PE 225. ATHLETIC TRAINING I.** This course is designed to introduce the field of athletic training and its administrative problems, types of scientific knowledge necessary for instituting a program of injury prevention, and various treatment techniques with which the trainer must be familiar. *Prerequisite:* PE 221. *Spring.* Fee: \$25.00.

**PE 226. ATHLETIC TRAINING II.** This course is designed for injury prevention and basic foundations of sports training. *Prerequisite:* PE 225. *Fall.* Fee: \$25.00.

**PE 227. ATHLETIC TRAINING III.** This course is designed for management skills, emergency procedures, general assessment, and therapeutic modalities. *Prerequisite:* PE 226. *Spring.* Fee: \$25.00.



**PE 228. ATHLETIC TRAINING IV.** This course is designed for specific sport conditions. *Prerequisite:* PE 227. *Fall.* *Fee:* \$25.00.

**PE 231. INTRODUCTION TO PHYSICAL EDUCATION.** Orientation to the Physical Education profession in regard to history, objectives, relationships, professional organization and the importance of the field in American life. *REQUIRED OF ALL MAJORS. (3) Fall and Spring.*

**PE 232. GYMNASTICS, TUMBLING, AND APPARATUS.** A methods course on how to teach the basic skills, techniques and fundamentals of gymnastics, tumbling, and apparatus activities that are found in the elementary and secondary schools. *REQUIRED OF ALL MAJORS. (3) Spring.*

**PE 234. PRINCIPLES OF HEALTH AND PHYSICAL EDUCATION.** This course covers the history and foundations of the science of Health and Physical Education from the professional viewpoint. It stresses aspects of anatomy, physiology, sociology, and psychology. *REQUIRED OF ALL MAJORS. Requires participation in Early Field Experience (EDUCA 300). (3) Spring.*

**PE 241. HUMAN ANATOMY AND PHYSIOLOGY (FOR MAJORS).** A lecture and laboratory course designed to teach fundamentals of anatomy and physiology as they apply to the human body, with reference to Health and Physical Education. *REQUIRED OF ALL MAJORS. ((4) Spring. (One hour laboratory period per week.) Fee:* \$30.00.

**PE 243. PHYSIOLOGY OF EXERCISE.** This course is designed to examine the influence of physiological variations upon exercise. It involves research techniques and analysis of related literature in the area. *Prerequisites:* BIOL 241; PE 333. *Spring. Fee:* \$25.00.

**PE 321. INTRODUCTION TO RECREATION AND OUTDOOR EDUCATION.** This course introduces the student to the basic factors involved in recreation and leisure time activities. Attention is focused upon the role played by the recreation leader in promoting leisure time. Students will be introduced to arts and crafts that are used in Physical Education and recreation programs. *REQUIRED OF NON-CERTIFICATION MAJORS. (2) Fall and Spring. Fee:* \$25.00.

**PE 322. PRINCIPLES AND PRACTICES OF OUTDOOR RECREATION.** A course designed to meet the needs of students who work in the area of outdoor activities of a recreational nature. *(2) Fall and Spring.*

**PE 323. COMMUNITY RECREATION.** This course is designed to meet the needs of those students who will work outside the school and devote their energies to recreational work in the community. It stresses the knowledge of the development, structure, purpose, functions and interrelations of private, public, voluntary, military, and commercial agencies which render recreation services. *Prerequisite:* (EDUCA 461 or 462). *(2) Fall or Spring. Fee:* \$30.00.

**PE 330. SCHOOL HEALTH EDUCATION.** Study of the modern school Health Education Programs, their organizational methods and materials of instruction. Special attention is given to the health status of the school child and his or her problems. *(2) Fall and Spring.*

**PE 331-332. ATHLETIC COACHING AND OFFICIATING.** This course is offered for majors desiring to qualify for coaching and officiating in the major and minor varsity sports. Considerable emphasis is placed on the Intramural Sports Program for men and women. *Prerequisites:* HPE 121, 122. *Open to qualified juniors and seniors. REQUIRED OF ALL MAJORS. (2) Fall and Spring.*

**PE 333. KINESIOLOGY.** This course includes a study of muscular action and the mechanics of body movements involved in a variety of actions and of selected physical activities with analysis of the effect of muscular and gravitational forces. *Prerequisites:* ANATOMY 241; PHYS 241. *REQUIRED OF ALL MAJORS. (2) Fall. Fee:* \$30.00.

**PE 334. SOCIAL AND COMMUNITY HEALTH.** This course is designed to study the social aspects of the problems of the health and physical well-being of the individual and community. Much interest and attention are given to community health problems and some effective ways and means of implementing health services, health counseling, screening and care of emergency illnesses within the school, the community and the home. *REQUIRED OF ALL MAJORS. (2) Fall.*



**PE 335. CORRECTIVE AND ADAPTIVE PHYSICAL EDUCATION.** This course deals with the causes of various common physical handicaps, and the fundamental principles in the selection and adaptation of activities given in corrective procedures. *Prerequisites: ANATOMY, PHYSIOLOGY, KINESIOLOGY. REQUIRED OF ALL MAJORS. Requires participation in Early Field Experience (EDUCA 300). (3) Spring.*

**PE 336. ORGANIZATION, ADMINISTRATION, AND SUPERVISION OF HEALTH, PHYSICAL EDUCATION, AND RECREATION.** This course is designed to meet the needs of students who will plan, direct, supervise, and construct Health and Physical Education and Recreation Programs. *Prerequisites: PE 231 and PE 234 REQUIRED OF ALL MAJORS. (3) Fall.*

**PE 421. PRACTICES AND PROCEDURES IN HEALTH.** This course deals with the current practices in Health Education for elementary schools and gives a survey of the materials available for teaching health to children at the elementary level. *(2) Fall or Spring.*

**PE 422. PRACTICES AND PROCEDURES IN PHYSICAL EDUCATION FOR ELEMENTARY SCHOOLS.** For those concerned with Physical Education at the primary and grammar grade levels. *(2) Fall and Spring.*

**PE 423. HYGIENE FOR TEACHERS AND HEALTH WORKERS.** This course is designed to meet the needs of teachers in elementary schools. In it, the mental and physical growth and development of the child are studied. *Elective. (3) Spring.*

**PE 430. INSTRUCTION IN HYGIENE.** The work of this course is designed to meet the needs of teachers in secondary schools. Stress is placed on the hygiene of the child's mental growth. *Elective. (2) Fall and Spring.*

**PE 432. TESTS AND MEASUREMENTS IN PHYSICAL EDUCATION.** This course is designed to acquaint students with tests and measurements in the field of Physical Education, test construction and scoring. *Open to juniors and seniors. REQUIRED OF ALL MAJORS. (2) Fall and Spring.*

**PE 433. DANCE.** This course offers a knowledge of rhythms basic to the development of performance, ability and skill in the execution of natural activities. The course deals with the fundamental skills suitable for prospective teachers as well as skill development for those who like to dance. Dance of many countries as related to their customs, mores and traditions will be identified.

**REC 313. EDUCATION FOR LEISURE AND CAMPING.** This course deals with preparing students to conduct lifetime outdoor sports and camp activities. *(2) Fall or Spring.*

**REC 323. COMMUNITY RECREATION.** This course deals with the needs of those students who will work in recreation centers in local, state, and national areas. *Required of recreation majors. (2) Fall or Spring.*

**REC 452. SUMMER SCHOOL RECREATION AND PARK INTERNSHIP.** Students will spend six (6) weeks in a designated agency under supervision. *(6) Summer or Junior year.*

Course No.	Course Name	Fall 1996	Spring 1997	Summer 1997	Fall 1997	Spring 1998	Summer 1998	Fall 1998
EDUCA 111	College Dynamics	X	X					
EDUCA 112	Foundations of Learning	X	X	X	X	X	X	X
EDUCA 200	Cooperative Education	X	X	X	X	X	X	X
EDUCA 205	Parallel Internship I	X		X	X		X	X
EDUCA 20	Parallel Internship II		X	X		X	X	
EDUCA 210	Career Planning	X	X	X	X	X	X	X
EDUCA 223	Elementary Reading Instructions							
EDUCA 232	Basic Test Taking Skills	X	X	X	X	X	X	X
EDUCA 233	Foundations of Education	X	X	X	X	X	X	X
EDUCA 235	Introduction to Special Education	X	X	X	X	X	X	X
EDUCA 237	Reading Foundations	X			X			X
EDUCA 300	Early Field Experience	X	X		X	X		X
EDUCA 313	Diagnosis & Corrections of Reading Disabilities	X			X			X
EDUCA 321	Educational Psychology	X		X	X		X	X
EDUCA 324	Teaching of Language Arts		X			X		
EDUCA 325	Early Childhood Curriculum							
EDUCA 326	Early Childhood Activities							
EDUCA 327	Introduction to Learning Disabilities	X			X			X
EDUCA 332	Diagnosis & Corrections of Math Disabilities	X			X			X
EDUCA 333	Teaching of Learning Disabilities		X			X		
EDUCA 336	Children's Literature	X			X			X
EDUCA 337	Curriculum & Methods in Humanities and Social Sciences	X			X			X
EDUCA 338	Curriculum & Methods in Natural Science and Math	X			X			X
EDUCA 339	Content Area Reading	X		X	X		X	X
EDUCA 340	Curriculum & Methods in Elementary School							
EDUCA 341	Teaching of Math	X	X		X	X		X
EDUCA 342	Teaching of Business Subjects	X	X		X	X		X
EDUCA 343	Teaching of Science	X	X		X	X		X
EDUCA 344	Teaching of Social Studies	X	X		X	X		X
EDUCA 345	Teaching of English	X	X		X	X		X
EDUCA 346	Teaching of Foreign Language							

Course No.	Course Name	Fall 1996	Spring 1997	Summer 1997	Fall 1997	Spring 1998	Summer 1998	Fall 1998
EDUCA 347	Teaching of Vocal Music	X			X			X
EDUCA 348	Teaching of Instrumental Music		X			X		
EDUCA 349	Teaching of Physical Education	X	X		X	X		X
EDUCA 428	Educational Media & Technology	X	X	X	X	X	X	X
EDUCA 431	Principles of Secondary Education		X			X		
EDUCA 432	Test & Measurements		X	X		X	X	
EDUCA 436	Modern Elementary School		X	X		X	X	
EDUCA 461	Student Teaching	X	X		X	X		X
EDUCA 465	Seminar in Education Interdisciplinary Approach			X			X	
PE 100	Personal Hygiene	X	X	X				
PE 101	Wellness Concepts	X	X	X	X	X	X	X
PE 104	Volleyball	X	X	X	X	X	X	X
PE 104	Basketball	X	X		X	X		X
PE 105	Baseball		X	X		X	X	
PE 105	Softball		X	X		X	X	
PE 106	Gymnastics, Tubing and Trampoline		X			X		
PE 107	Badminton	X		X	X		X	X
PE 107	Tennis	X		X	X		X	X
PE 108	Archery			X			X	
PE 109	Track and Field		X	X		X	X	
PE 110	Golf	X	X	X	X	X	X	X
PE 110	Bowling	X	X	X	X	X	X	X
PE 111	Touch Football	X			X			X
PE 111	Soccer	X			X			X
PE 112	Speedball							
PE 113	Sumo Board							
PE 114	Recreational Activities	X	X	X	X	X	X	X
PE 115	Square, Social, Folk, and Aerobic Dance	X		X	X		X	X
PE 118	Beginning Swimming	X	X		X	X		X
PE 119	Intermediate Swimming	X	X					
PE 121	Skills and Techniques of Individual and Dual Sports	X			X			X

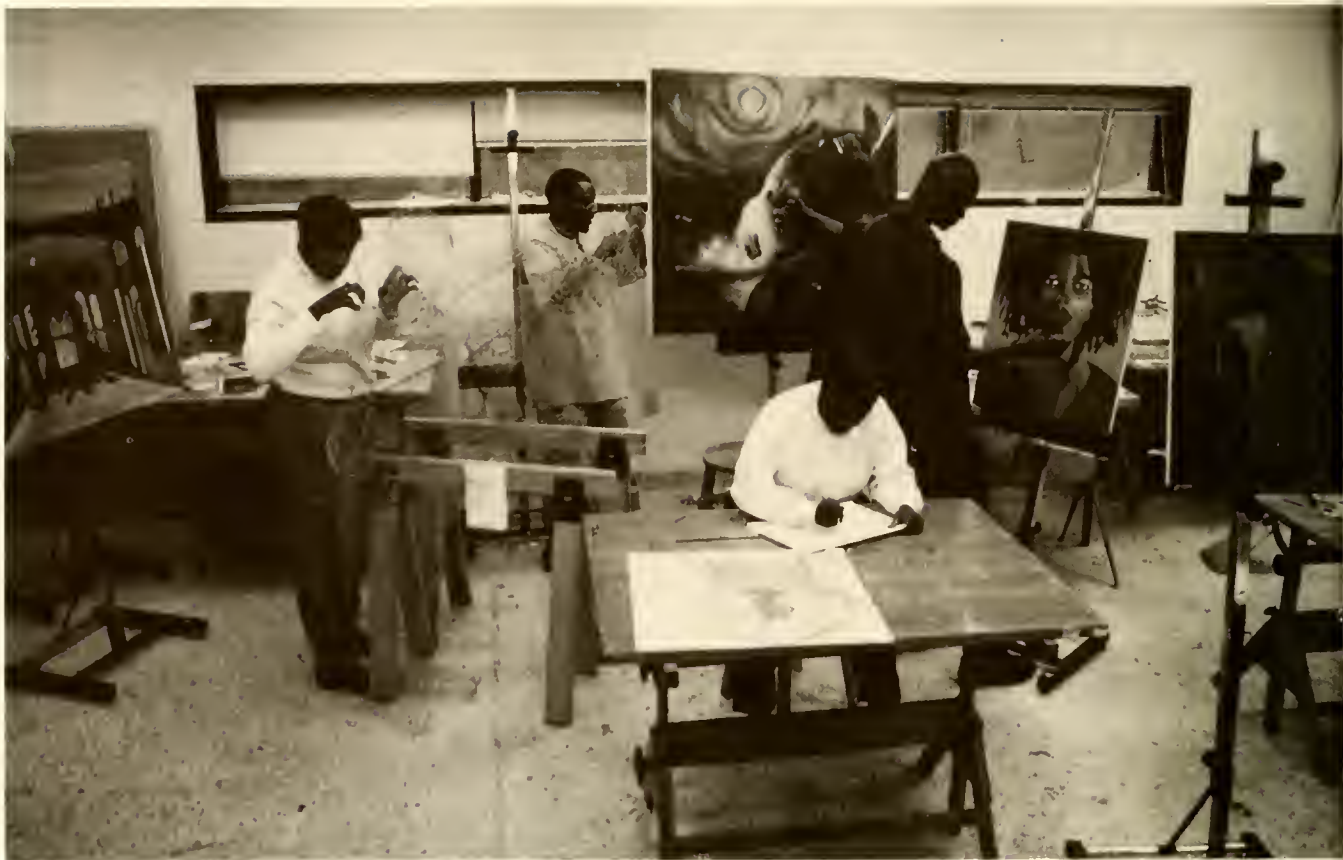
Course No.	Course Name	Fall 1996	Spring 1997	Summer 1997	Fall 1997	Spring 1998	Summer 1998	Fall 1998
PE 122	Skills and Techniques of Team Sports		X			X		
PE 123	Personal Health	X	X		X	X		X
PE 221	First Aid, Safety, and Preventin and Treatment of Athletic Injuries	X		X	X		X	X
PE 224	Athletic Training	X			X			X
PE 224 L	Athletic Training Lab	X			X			X
PE 231	Introduction to Physical Education	X			X			X
PE 232	Gymnasitics, Tumbling, and Apparatus		X			X		
PE 234	Principles of Health and Physical Education	X			X			X
PE 241	Human Anatomy and Physiology	X			X			X
PE 241 L	Human Anatomy and Physiology Lab	X			X			X
PE 243	Physiology of Exercise		X			X		
PE 321	Introduction to Recreation	X		X	X		X	X
PE 322	Principles and Practices of Outdoor Recreation		X			X		
PE 330	School Health Education	X		X	X		X	X
PE 331	Athletic Coaching & Officiating I	X			X			X
PE 332	Athletic Coaching & Officiating II		X			X		
PE 333	Kinesiology	X			X			X
PE 334	Social and Community Health	X		X	X		X	X
PE 335	Corrective and Adaptive Physical Education		X			X		
PE 336	Organization, Administration, and Supervision of Health, Physical Education, and Recreation	X			X			X
PE 421	Practices and Procedures in Health	X		X	X		X	X
PE 422	Practices and Procedures in Physical Education for Elementary Schools		X	X		X	X	
PE 423	Hygiene for Teachers and Health Workers		X	X		X	X	
PE 430	Instruction in Hygiene							



Course Offerings for the **DIVISION OF EDUCATION** Fall 1996-Fall 1998

Course No.	Course Name	Fall 1996	Spring 1997	Summer 1997	Fall 1997	Spring 1998	Summer 1998	Fall 1998
PE 432	Test and Measurements in Physical Education	X			X			X
PE 433	Dance		X			X		
REC 313	Education for Leisure and Camping			X			X	
REC 323	Community Recreation	X	X	X	X	X	X	X
REC 452	Summer School Recreation and Park Internship			X			X	







## **DIVISION OF LIBERAL AND INTERDISCIPLINARY STUDIES**

### **MISSION AND OBJECTIVES**

The Division of Liberal and Interdisciplinary Studies provides substantive courses and experiences which will prepare all students to become knowledgeable agents of change—competent, creative, and responsible citizens, who make positive contributions to society. Above all, the division stresses activities of the mind, spirit and body which enhance human uniqueness and potential.

This Division offers degree programs in Art, Communication, English, History, Music, and Theatre Arts (scheduled to begin in the 1997/98 academic year). It also offers a minor in Biblical Studies within the Department of Philosophy and Religion. A major segment of the general education curriculum consists of Liberal and Interdisciplinary Studies.

### **OBJECTIVES**

1. To develop the communication abilities of each student;
2. To assist students in the development of a responsible ethical perspective;
3. To provide opportunities for students to develop an informed and critical appreciation of the arts;
4. To develop a knowledge of the students' cultural heritage;
5. To motivate and prepare students to make a positive impact on the teaching and other professions;
6. To motivate and prepare students for entrance into graduate and professional schools;
7. To provide students with proficiency in the areas of Art, English, Communication, History, Music, Philosophy and Religion;
8. To impart to students a knowledge and understanding of their rich and complex cultural legacy;
9. To establish among the students a sense of history that includes an appreciation for the interacting influences of politics, economics, geography, ethnicity, culture, religion, art, war, and the human intellect;
10. To encourage among both students and faculty a disciplined approach to the study of humanity's past and present that results in effective research, writing, and publication in the field of history;
11. To provide the essential background for students who plan to enter graduate school in history;
12. To relate activities of each department to the other divisions and departments of Saint Augustine's College, particularly those in the liberal arts.

### **PERFORMANCE EVALUATION AND COMPREHENSIVE EXAMINATION**

Some degree programs require entrance examination for performance evaluation. The departmental sections following in this Bulletin list requirements for each program. Prospective students should confer with the department heads for full details.

The Junior English Comprehensive and Senior Comprehensive Examinations (at or near the completion of the course work) are required for all degrees. The type and scope of the examinations vary, since they are matters of individual departmental policy. Students pursuing a degree should confer with their advisor and department head.

#### **Degree Programs**

Prescribed curricula for degree programs are listed below. Some provide flexibility in arranging degree programs. A program of study must be approved by the student's advisor and department head. The student's advisor will assist in every way possible, but final responsibility in following all general and departmental regulations lies with the student.

## **DEPARTMENT OF ENGLISH AND COMMUNICATION**

### **The Curriculum**

The study of English as a discipline of the Division of Liberal and Interdisciplinary Studies has as its intent the development of the student's individual ability to read, to think, and to write effectively. To this end, the department offers a



broad program aimed at cultivating within its students an understanding of and competence in the basic communication skills of the English language. Instruction includes studies in reading, which reinforce and extend to comprehension and enjoyment of advanced and complex forms of communication.

The study of literature includes the history of the English language and works written in the English language as well as those translated from other languages. Literature is considered as a fine art, a comprehensive cultural record, and a guide to the student's interpretation of his/her life experiences. Such a comprehensive, cultural, literary study includes writers relevant to students of African-American studies. The general purposes of this study are the broadening of the students' understanding and enjoyment of literature, the development of a basis for intelligent criticism and the provision of a foundation for further study in the field. The study of English also provides for an understanding of educational theories and the necessary methodological training for students entering the teaching profession. It further provides teacher education majors the competency and proficiency necessary to teach language and literature in secondary schools.

The Communication program provides both curricular and co-curricular experiences designed to prepare its majors to become competent communications practitioners and well-informed media consumers. The department offers three discrete areas of academic study. Each area emphasizes critical skills that will enhance students' preparation for chosen careers. Students can gain laboratory experience at the college's commercial radio and television stations, WAUG AM 750 and TV-68; the student newspaper The Pen, Video Yearbook, The Falcon Voice, and The Journal of Communications and Minority Issues. The specific academic thrusts of the three communications concentrations are as follows:

### **Broadcasting**

Students learn the general operation and management of radio and television broadcast facilities. Emphasis is placed upon study of radio and television. Thus, students obtain practical experience at the college's radio and television station facilities as well as a sound theoretical foundation.

### **Editorial News**

The program is designed to prepare students to become skillful newspaper and magazine reporters and researchers. A rigorous course of study provides both theoretical studies and hands-on-experience with the latest in video news editing equipment (video display terminals). Additionally, students will have opportunities to gain direct, work-related experience in this powerful communications medium.

### **Public Relations**

The private and public sectors have begun to put emphasis on effective communications systems within organizations. This sequence will prepare students to use sound technical and managerial skills to meet differing types of communications needs within organizations. Students who complete this course of study will have the skills to function in organizations as public relations experts, public information officers, communications managers, and corporate educational technologists.

### **Special notes and requirements**

Students will begin taking courses in Communication in their sophomore year, upon passing required, communications skills and English courses with a minimum grade of "B". The minimum overall grade point average for the Freshman student to be admitted into the Communication major is 2.0. All students majoring in Communication should take Communication Skills and Survey of Mass Communications and pass all major courses with a minimum grade of "C."

## **BACHELOR OF ARTS DEGREE IN COMMUNICATION**

### **COMMUNICATIONS CORE:**

		<u>Hours</u>
COMM 202	Survey of Mass Communications	3
COMM 218	Newswriting	3
COMM 314	Fundamentals of Photography	3
COMM 350	Media Law	3
COMM 458	Internship	<u>3</u>

Total	15
-------	----

**SEQUENCE I: PUBLIC RELATIONS:**

COMM 211	Writing for Radio/Television	3
COMM 313	Introduction to Public Relations	3
COMM 351	Desktop Design	3
COMM 360	Media Research	3
COMM 430	Public Relations Problem Solving	3
Choice of One:		
COMM 401	Copy Editing (Journals)	3
COMM 411	Video Production (Yearbook I)	3
COMM 425	Newspaper Production (Pen I)	3
Total		18

**SEQUENCE II: EDITORIAL NEWS:**

COMM 328	Reporting	3
COMM 341	Feature Writing	3
COMM 401	Copy Editing	3
COMM 425	Newspaper Production (Pen I)	3
COMM 427	Publication Concepts (Pen II)	3
Choice of One:		
COMM 351	Desktop Design	3
COMM 401	Copy Editing (Journals)	3
COMM 457	Seminar Special Topics/Journal	3
Total		18

**SEQUENCE III: BROADCASTING:**

COMM 211	Writing for Radio and Television	3
COMM 331	Broadcast News	3
COMM 411	Video Production (Yearbook I)	3
COMM 415	Broadcast Management	3
COMM 423	Audio Production (Yearbook II)	3
COMM 435	Directed Studies	3
Total		18

**Total Hours Required of Communications Majors**

General Education Requirements	50	40%
Divisional Core	12	10%
Major Concentration	48	38%
Electives	15	12%
Total Hours and Percentages	125	100%

**BACHELOR OF ARTS DEGREE IN ENGLISH EDUCATION**

See relevant information in the Division of Education section.

**BACHELOR OF ARTS DEGREE IN ENGLISH**

**Required Courses in the Major Area**

<u>Course Number</u>	<u>Descriptive Title</u>	<u>Hours</u>
ENGL 201	Writing About Contemporary Lit.	3
ENGL 224	Modern Grammar	3
ENGL 227	African-American Literature	3
ENGL 231-232	World Literature	6
ENGL 233	Advanced Composition	3

ENGL	235	Modern African Literature	3
ENGL	253	Literary Terms	3
ENGL	300	Research Methods	3
ENGL	328, 329	American Literature	6
ENGL	331, 332	English Literature	6
ENGL	337	The English Language	3
ENGL	341	Introduction to Linguistics	3
ENGL	431	Shakespeare	3
ENGL	432	The Novel 19 <sup>th</sup> & 20 <sup>th</sup> Centuries	3
ENGL	433	Romantic Period	3
ENGL	445	Women's Studies	3
<b>Total</b>			<b>57</b>

**Total Hours Required of English Majors**

<b>General Education Requirements</b>	<b>50</b>	<b>40%</b>
<b>Divisional Core</b>	<b>12</b>	<b>10%</b>
<b>Major Courses</b>	<b>57</b>	<b>45%</b>
<b>Electives</b>	<b>6</b>	<b>5%</b>
<b>Total Hours and Percentage</b>	<b>125</b>	<b>100%</b>

**COURSE DESCRIPTIONS**  
**COMMUNICATION**

**COMM 201. COMMUNICATION SKILLS.** An extension of the concepts of purposeful writing and speaking by emphasizing research, organization, clarity in communications and the use of interpersonal skills and listening skills for the development of both spoken and written assignments. *Prerequisites: WAC 131 and 132 (3) Fall or Spring. Fee required.*

**COMM 202. SURVEY OF MASS COMMUNICATIONS.** The economic and political implications involved in newspaper, magazine, television, and radio production and their use. *Prerequisites: ENGL 131 and 132. (3) Fall or Spring.*

**COMM 211. WRITING FOR RADIO/TV.** Introduction to the fundamentals of writing dramatic and non-dramatic broadcast materials, including announcements, informational copy, talk show materials, music continuity plus standard specialized formats. *Prerequisite: Communications Skills with a minimum grade of "C". (3) Fall or Spring. Fee required.*

**COMM 218. NEWSWRITING.** Lecture/laboratory course emphasizing basic skills for news gathering and newswriting. Concentration on leads and the basic structure of news stories. Students gain hands on experience as staff members on student newspaper. Typing skills required. *(3) Spring.*

**COMM 313. INTRODUCTION TO PUBLIC RELATIONS.** An explanation of the principles of public relations and the professional fields related to it. Class members will complete simple projects built on an understanding of the proper techniques involved in a successful public relations program. *Prerequisite: Newswriting (3) Fall.*

**COMM 314. FUNDAMENTALS OF PHOTOGRAPHY (PHOTOJOURNALISM).** Comprehensive introduction to photography which will include instruction in taking, developing and printing pictures for use in newspapers and other publications. A 35 mm camera is required. *Prerequisite: Communication Skills (3) Fall or Spring. Fee required.*

**COMM 321. ORGANIZATIONAL COMMUNICATIONS.** Concentrates on communication flow, non-verbal cues, and other factors which have a direct influence on organizational effectiveness. *Prerequisite: Communication Skills (3) Fall.*

**COMM 328. REPORTING.** Continuation of skills taught in newswriting. Students are assigned to cover and report actual news events. Students are required to write for the college newspaper. *Prerequisite: Newswriting (3). Fall.*

**COMM 331. BROADCAST NEWS.** Provides an introduction to the world of broadcast journalism. Course will cover styles of reporting and writing for both television and radio. Formats, writing delivery techniques and production will also be studied. *Prerequisite: Writing for Radio/TV (3)*

**COMM 341. FEATURE WRITING.** Practice in developing and writing feature stories for print publications. The course emphasizes weekly writing assignments, utilizing creative and individual approaches to each human interest story. *Prerequisite: Newswriting (3) Fall.*

**COMM 350. MEDIA LAW.** A rigorous examination of the First Amendment and its application to the media. Areas of study include an understanding of the United States Court system and trial procedures, along with laws governing libel, invasion of privacy, prior restraint, and other pertinent topics. *Prerequisite: Junior Status (3) Spring.*

**COMM 351. DESKTOP DESIGN (MEDIA ARTS).** Lecture/laboratory class concentrates on theoretical and production aspects of publications. Emphasis is placed on learning electronic desktop design and general principles for using typography, white space, copy block and others. Pagemaker software used. Enrollment limited. (3) Fall (Presently Media Arts)

**COMM 360. MEDIA RESEARCH METHODS.** Introduction to the use of documents and observational methods. The interview, and the questionnaire in political and social research as they relate to the media practitioner. *Prerequisite: News Writing (3) Fall or Spring.*

**COMM 401. COPY EDITING.** Lecturing/laboratory class emphasizes theory and practice of copy editing and headline writing skills. Students will master electronic techniques, as well as manual skills. Centers around Associated Press Stylebook and Manual. *Prerequisite: Newswriting (3) Fall. (Presently News Editing)*

**COMM 411. VIDEO PRODUCTION (YEARBOOK I).** The study of single and multi-camera techniques of production in video. Editing and lighting techniques will also be studied. Lab work performed using WAUG as well as Department equipment..

**COMM 415. BROADCAST MANAGEMENT.** Study and analysis of problems and situations confronting the manager of the broadcast enterprise, such as pertain to personnel, operation, government relations, and programming sales. *Prerequisite: Principles of Management (3) Fall or Spring.*

**COMM 423. AUDIO PRODUCTION.** The study of audio production techniques and technology used to make music and other studio related products. Technological advancement will also be studied.

**COMM 425. NEWSPAPER PRODUCTION.** Theoretical and production aspects of producing a newspaper. Concentrates on copy-editing, headline writing and newspaper layout. Field experiences will be provided. *Prerequisite: Copy Editing (3) Fall. Fee required.*

**COMM 427. PUBLICATION CONCEPTS .** Provides students with hands-on experience through supervised work on student publication. Class members serve as editors and/or staff for the student newspaper. *Prerequisite: Approval from faculty advisor to The Pen. (3) Spring. (Presently Journalism Practicum, Pen II)*

**COMM 430. PUBLIC RELATIONS PROBLEM SOLVING.** An advanced study of the field of public relations with emphasis on both individual efforts and group activity in solving real life public relations problems. Utilizes RACE theory of problem solving. Class members are required to write weekly press releases to reach professional skill levels. *Prerequisite: Introduction to Public Relations. (3) Spring. (Presently Public Relations and Information)*

**COMM 435. YEARBOOK II (DIRECTED STUDIES).** Individually tailored projects with emphasis on increasing the student's knowledge of the media, to include commercial practices. Selected topics to be determined by student and faculty sponsor. *Prerequisite: Approval of Department Chairperson (3) Fall or Spring. Fee required.*

**COMM 457. SEMINAR IN SPECIAL COMMUNICATIONS TOPICS.** Study of a particular subject in broadcast communications. Topics change as needs and resources develop. Class discussion, readings and individual projects. *Prerequisite: Senior Status (3) Fall or Spring.*



**COMM 458. INTERNSHIP.** Field work which offers students an opportunity to work part-time in professional media facilities in Raleigh, in addition to WAUG and TV-68 Laboratory. (Note: Laboratory required) *Prerequisite: Senior Status* (3) *Fall or Spring.*

## **COURSE DESCRIPTIONS**

### **ENGLISH DEPARTMENT**

**ENGL 090. ENGLISH ENRICHMENT.** This course will teach the essentials of English Grammar, with emphasis on pitfalls for second/foreign language/dialect users; the conventions and varieties of writing, with emphasis on developing the skills of expository writing; paragraph organization; sentence types and other elements of structure; vocabulary and idioms; and the skills of listening and understanding, speaking, reading, and comprehending different varieties of English. The course will be a prerequisite for incoming students needing additional instruction before taking ENGL. 131. At the end of it, students will take an exit test, which they must pass with a grade of a "C" or better before they can take ENGL. 131 and 132. (5 hrs. *Non-credit*) *Fall, Spring, and Summer.*

**ENGL 131. WRITING AND READING ACROSS THE CURRICULUM.** A course in college-level reading and writing which provides students with a review and practice of reading strategies, principles of composition, and basic editing skills appropriate to all liberal arts disciplines. The reading portion, which is linked with other General Education Freshman courses, emphasizes the use of writing as a learning tool and enhances students' understanding of interdisciplinary subjects. The composition portion utilizes reading as a part of pre-writing. Writing is seen as a process and students are required to use the word processor as a drafting and revising tool. (3) *Fall or Spring.*

**ENGL 132. WRITING AND READING ACROSS THE CURRICULUM.** An inter-disciplinary linked model course between the reading and writing assignments and the content area General Education courses. Students learn the techniques of writing and the composition of research and argumentation. They also utilize computers in the development of their research papers. (3) *Fall or Spring.*

**ENGL 201. WRITING ABOUT CONTEMPORARY LITERATURE.** A course to prepare English majors and other majors for upper division literature courses in which they have to write about literature. A required course for English majors. (3) *Fall or Spring.*

**ENGL 224. MODERN GRAMMAR.** Elements, structure, and pedagogy of modern English grammar are studied. Designed for prospective teachers. *English 131 and 132 are pre-requisites.* (3) *Fall or Spring.*

**ENGL 227. AFRICAN-AMERICAN LITERATURE.** A historical survey of writings by African Americans from the eighteenth century to the present, with emphasis upon major contemporary writers. The course culminates in written term projects. It is a General Education core elective. (3) *Fall or Spring.*

**ENGL 231. WORLD LITERATURE.** A sequential critical and historical survey of the world's classics in translation. The course covers works in antiquity from the ancient Egyptians and Mesopotamians to the sixteenth century. Insight is gained into the unique and universal traits found in literature, illustrating the kinship of the whole human race. It is a General Education core elective. (3) *Fall or Spring*

**ENGL 232. WORLD LITERATURE.** Part II of the World Literature sequence. The course focuses upon mankind's development in literary creativity as a result of advances made in science, the arts and communications. Periods covered are the Neoclassical, the Enlightenment, the Romantic, the Industrial, the Modern, and the Post Modern. (3) *Fall or Spring.*

**ENGL 233. ADVANCED COMPOSITION.** The study of prose and poetic style, giving opportunity for creative writing. In the process of developing their own style, students utilize models as framework for invention. (3) *Fall or Spring.*

**ENGL 234. INTRODUCTION TO DRAMA.** A historical study of drama as literature. (3) *Fall or Spring.*

**ENGL 235. MODERN AFRICAN LITERATURE.** A survey course tracing the development of Modern African literature with selected writers from different geographical locations. (3) *Fall or Spring.*

**ENGL 241. METHODS AND MATERIALS OF TUTORING.** A course which provides background knowledge of tutoring in America and exposes students to contemporary techniques and standards in tutoring. A pre-requisite for students tutoring in writing. Interdepartmental. (3) *Fall or Spring*.

**ENGL 253. INTRODUCTION TO LITERARY TERMS.** Intensive course embracing the formal principles of literature and the identification of genres and the use of the vernacular of literary analysis. This sophomore-level course is required of English majors. (3) *Fall or Spring*.

**ENGL 300. RESEARCH METHODS.** The course is designed to prepare majors in a variety of disciplines for upper and graduate level research and writing, and to fulfill a research requirement in any department. The course will also foster critical thinking by encouraging students to examine and discuss their perspectives as well as bring together ideas and information from their respective disciplines.

**ENGL 328. AMERICAN LITERATURE.** Part I of the sequential course covers major American writers from the Colonial period to the Civil War. While attention is given to the cultural background of each period, the course is focused upon what is unique within the American literary tradition. (3) *Fall or Spring*.

**ENGL 329. AMERICAN LITERATURE.** Part II is a continuation of the sequential course, beginning with the American Romantic Period and the Westward Movement and ending with contemporary American literature. (3) *Fall or Spring*.

**ENGL 331. ENGLISH LITERATURE.** Major works of the major writers from Beowulf to 1798. (3) *Fall or Spring*.

**ENGL 332. ENGLISH LITERATURE.** Major works of the major writers from the Romantics to the contemporaries. (3) *Fall or Spring*.

**ENGL 333. JOURNALISM.** Historical and practical study of the newspaper and journalistic writing, with special attention given to the tasks of the reporter and editor. (3) *Fall or Spring*.

**ENGL 337. THE ENGLISH LANGUAGE.** Divided into two parts comprising (1) a historical study of the nature and form of the language from its beginnings to the present and (2) the study of special topics such as the making of dictionaries, spelling, structural linguistics, and transformational grammar, slang, and semantics. *Required of English and English Education majors.* (3) *Fall or Spring*.

**ENGL 341. INTRODUCTION TO LINGUISTICS.** The course is designed to provide needed background to general principles in the study of English (and languages in general), to prepare English (and other language) majors for research into languages, and for graduate studies in linguistics. Topics include the study of phonetics; grammar, word forms; meaning; language acquisition; language and society; language change; human, non-human, and artificial languages.

**ENGL 431. SHAKESPEARE.** Representative plays of Shakespeare with special consideration of his themes, characters, and language as a mirror of Elizabethan England. (3) *Fall or Spring*.

**ENGL 432.. THE NOVEL 19<sup>TH</sup> & 20<sup>TH</sup> CENTURIES.** Works of the great writers of the Novel in light of the historical background, the intellectual movements, and the literary development of the age. (3) *Fall or Spring*.

**ENGL 433. THE ROMANTIC PERIOD.** The genesis, achievement, and influence of the English Romantics, with major attention devoted to Wordsworth, Coleridge, Shelley, Keats, and Byron. (3) *Fall or Spring*.

**ENGL 434. THE EIGHTEENTH CENTURY.** Major writers and writings of the Age of Pope and the Age of Johnson. (3) *Fall or Spring*.

**ENGL 445. WOMEN'S STUDIES.** The course is designed to examine the experiences of women through an exploration of various literary texts.

**ENGL 450. LITERARY CRITICISM AND THEORY.** A course which offers an opportunity to expand students' knowledge of western literary history, philosophy, and literary criticism from Plato to the present. A major elective, recommended for all majors in the Liberal and Interdisciplinary Studies Division. (3) *Fall or Spring.*

**LIS 221. INTERDISCIPLINARY PERSPECTIVES IN THE HUMANITIES:** A multidiscipline study of the humanities in conjunction with other disciplines. The goal of this course is to apply the perspectives of two or more disciplines to problems of current concern in relation to the past. Topics will vary.

## DEPARTMENT OF HISTORY

The mission of the Department of History is to provide a well defined program of courses that offer students a quality education in the history realm of the liberal arts; a useful training for such designed career areas as teaching, government, foreign service, industry, and law; and a sound preparation for advanced studies at the professional and graduate school level. The department seeks to expand the intellectual horizons of students and to broaden their academic and personal experiences in order that they become informed, contributing, citizens of their community, nation, and world.

### BACHELOR OF ARTS DEGREE IN AFRICAN-AMERICAN STUDIES

#### Major Requirements

<u>Course Number</u>	<u>Descriptive Title</u>	<u>Hours</u>
CIS 240	Micro Computer Application I	3
CJ 101	Introduction to Criminal Justice	3
CJ 235	Law Enforcement	3
ECON 235	Principles of Micro Economic	3
ECON 235L	Principles of Micro Economics Lab	0
ECON 236	Principles of Macro Economics	3
ECON 236L	Principles of Macro Economics Lab	0
ENGL 227	African-American Literature	3
ENGL 235	Modern African Literature	3
HIST 231	American History I or	3
HIST 232	American History II	3
HIST 235	African Culture and Civilization I	3
HIST 236	African Culture and Civilization II	3
HIST 321	Seminar in Historical Research	2
HIST 323	The African-American in U.S. History	3
HIST 333	North Carolina History	3
HIST 334	Recent American History	3
PLPS 131	American National Government	3
PLPS 231	Introduction to Political Science	3
PLPS 133	Political Ideologies	3
PLPS 332	Comparative Politics	3
PLPS 335	Constitutional Law	3
SOC 132	Introduction to Sociology	3
SOC 231	Modern Social Problems	3
SOC 327	Race Relations	3
SOC 443	Community Organization	3
SOC 451	Social Statistics	3
<b>Total</b>		<b>74</b>

#### Total Hours Required for African-American Studies Majors

General Education Core	50	40%
Major Requirements	<u>74</u>	<u>60%</u>
<b>Total and Percentages</b>	<b>124</b>	<b>100%</b>

## BACHELOR OF ARTS DEGREE IN HISTORY

### Major Requirements

<u>Course Number</u>	<u>Descriptive Title</u>	<u>Hours</u>
CIS 240	Micro Computer Applications I	3
CJ 101	Introduction to Criminal Justice	3
CJ 235	Law Enforcement	3
ECON 235	Principles of Micro Economic	3
ECON 235L	Principles of Micro Economics Lab	0
ECON 236	Principles of Macro Economics	3
ECON 236L	Principles of Macro Economics Lab	0
GEOG 331	Physical Geography	3
GEOG 332	Regional Geography	3
HIST 231	American History I	3
HIST 232	American History II	3
HIST 233	European History I	3
HIST 234	European History II	3
HIST 235	African Culture and Civilization I	3
HIST 236	African Culture and Civilization II	3
HIST 321	Seminar in Historical Research	2
HIST 323	The African-American in U.S. History	3
HIST 333	North Carolina History	3
HIST 334	Recent American History	3
PLPS 131	American National Government	3
PLPS 133	Political Ideologies	3
PLPS 231	Introduction to Political Science	3
PLPS 233	American State and Local Government	3
SOC 132	Introduction to Sociology	3
SOC 231	Modern Social Problems	3
<b>Total</b>		<b>68</b>

### Total Hours Required of History Majors

General Education Core	50	39%
Major Requirements	68	54%
Electives	9	7%
<b>Total and Percentages</b>	<b>127</b>	<b>100%</b>

## COURSE DESCRIPTIONS HISTORY DEPARTMENT

**HIST 133. HISTORY OF WORLD CIVILIZATION TO 1650.** A general survey of historical contributions of peoples from all continents and an assessment of the relevancy of those contributions to the progress of humanity. (3) *Fall and Spring.*

**HIST 134. HISTORY OF WORLD CIVILIZATION SINCE 1650.** A general survey of the historical contributions of peoples from all continents and assessments of the relevancy of those contributions to the progress of humanity. (3) *Fall and Spring.*

**HIST 231. SURVEY OF AMERICAN HISTORY FROM 1877 TO THE PRESENT.** A study of the Native American, European, and African culture mix that produced American history from its pre-Columbian origins through the Civil War and Reconstruction. (3) *Fall.*

**HIST 232. SURVEY OF AMERICAN HISTORY FROM 1877 TO THE PRESENT.** A study of the developments that have had the most influence on American history from the end of Reconstruction to the present. (3) *Spring.*



**HIST 233. SURVEY OF EUROPEAN CIVILIZATION 1500-1789.** A study of the historical forces that have the most influenced European history between the Renaissance Movement and the French Revolution. (3) *Fall*.

**HIST 234. SURVEY OF EUROPEAN CIVILIZATION SINCE 1789.** A study of European history since the French Revolution with considerable emphasis on international events. (3) *Spring*.

**HIST 235. SURVEY OF AFRICAN CULTURE AND CIVILIZATION.** A general survey of the historical accomplishments of Africa from the origins of humankind to 1500. (3) *Fall*.

**HIST 236. SURVEY OF AFRICAN CULTURE AND CIVILIZATION.** A survey of the historical accomplishments of Africa from the time of European intrusion to the present. (3) *Spring*.

**HIST 321. SEMINAR IN HISTORICAL RESEARCH.** Introduction to methods of historical research, with emphasis on developing a college level research paper in accordance with accepted professional standards of inquiry, documentation, and writing. (2) *Fall or Spring*.

**HIST 323. THE AFRICAN-AMERICAN IN UNITED STATES HISTORY.** A study of the transplantation of the African to the western hemisphere and a survey of his progress through examination of African-American institutions. (3) *Fall or Spring*.

**HIST 330. HISTORY OF CONTEMPORARY AFFAIRS.** Study of contemporary movements through use of relevant current media. (3) *Fall or Spring*.

**HIST 333. NORTH CAROLINA HISTORY.** A study of key events and developments that have shaped the history of the state. (3) *Fall*.

**HIST 334. RECENT AMERICAN HISTORY.** A study of twentieth century domestic and international developments in the United States. (3) *Fall or Spring*.

**HIST 335. INTELLECTUAL HISTORY OF THE WEST.** A study of selected individuals, intellectual movements and ideologies that have shaped the western mind. (3) *Fall*.

**HIST 336. TOPICS IN INTERNATIONAL STUDIES.** A general introduction to contemporary non-western cultures. An alternative to existing offerings, it will provide an historical and anthropological study of non-western societies through flexible and innovative syllabi and source materials. (2) *Fall*.

**HIST 432. MILITARY HISTORY.** A comparative survey of military strategies, goals and technologies that have shaped world history. Special attention is devoted to United States military history. (3) *Fall*.

## DEPARTMENT OF VISUAL AND PERFORMING ARTS

The objectives of the Visual Arts Program are to provide a stimulating and challenging educational environment, to assist students in developing as aware, sensitive and perceptive individuals; and to foster technical skills and understanding of practical and theoretical aspects of the visual arts.

A major in art requires a minimum of 54 hours of credit with a concentration in Studio Arts, Graphic Arts, or Art History. The total number of credit hours required for graduation in this major is 125. The prescribed art curriculum leads to the Bachelor of Arts degree.

### BACHELOR OF ARTS DEGREE IN VISUAL ARTS

#### Major Core Requirements

<u>Course Number</u>	<u>Descriptive Title</u>	<u>Hours</u>
ART 100	2-D Design	3
ART 101	3-D Design	3
ART 102	Materials and Methods	3

ART	103	Dimensions of Art	3
ART	131	Introduction to Drawing	3
ART	143	Introduction to Painting	3
ART	232	Introduction to Ceramics	3
ART	234	Survey in Print Making	3
ART	235	Introduction to Sculpture	3
ART	331	Survey of Art History I	3
ART	332	Survey of Art History II	3
ART	347	Watercolor Painting	3

#### SELECT ONE AREA OF CONCENTRATION

##### Studio Arts Requirements

ART	132	Color and Design	3
ART	141	Life Drawing	3
ART	238	Modern Abstract Drawing	3
ART	410	Advanced Painting	3
ART	411	Senior Studio (Painting)	2
ART	412	Senior Exhibition	1
ART	435	Advanced Sculpture	3
<b>Total</b>			<b>18</b>

##### Graphic Arts Requirements

ART	325	Graphics	3
ART	326	Illustration	3
ART	327	Typography	3
ART	411	Senior Studio (Graphic)	2
ART	412	Senior Exhibition	1
ART	413	Internship	3
ART	431	Fundamentals of Photography	3
<b>Total</b>			<b>18</b>

##### Art History Requirements

ART	233	Modern Art	3
ART	334	African-American Art	3
ART	335	Art of the Harlem Renaissance	3
ART	413	Internship	3
BUS	132	Principles of Business	3
OMS	460	Technical Writing	3
<b>Total</b>			<b>18</b>

#### Total Hours Required of Art Majors

General Education Core	50	40%
Divisional Core	12	10%
Major Requirements	54	43%
Electives	9	7%
<b>Total Hours and Percentages</b>	<b>125</b>	<b>100%</b>

## **BACHELOR OF ARTS DEGREE IN THE PERFORMING ARTS**

### **MUSIC**

The primary goal of the music program is to provide training to those who wish to major in music. Upon completion of studies, music majors should be able to contribute to the worthy development of music as a constructive force in contemporary society.

#### **Admission**

All students wishing to major in music will be required to take a music placement examination. All students, regardless of the area of music in which they expect to major, should have some knowledge of the piano. Students who do not have the necessary instrumental or vocal background for serious study will not be considered eligible for admission to the major. Students showing weakness in music fundamentals or in performance in their applied medium (vocal or instrumental) will be assigned preparatory work without credit. Students should qualify for admission to the major level by the end of the freshman year in order to continue in with the major.

#### **Guidelines**

All music education students are required to participate in the music organizations representing their areas of concentration and the areas of music education in which they plan to do student teaching. The period of participation should extend throughout at least seven semesters.

The attendance of all music majors is required at departmental and artist recitals held at the College, unless they are excused by the head of the department and the Academic Dean.

All music majors are required to take and pass, with a grade of 80% or better, two comprehensive music examinations, the first, during the first semester of the junior year, the second, during the first semester of the senior year. The examinations are designed to discover weaknesses in proficiency at the end of the sophomore and junior levels, so that steps may be taken to remove such deficiencies.

All students seeking a bachelor's degree in Music or Music Education must perform a joint or solo recital during the junior year and a full senior recital.

As a course requirement for class piano, students will be required to demonstrate their ability to play the following in a satisfactory manner:

1. Any of the major and minor scales, through four (4 sharps and flats, with correct fingering for two octaves, hands together in ascending and descending order and with a cadential progression, using the sustaining pedal, after each scale played.
2. One selection from "Beginning Piano for Adults" by Bastien and Bastien or a similar method book on the level of a "Minuet" by Bach or Mozart.
3. Harmonization at sight of a simple folk song with an appropriate accompaniment.
4. An arrangement of two patriotic songs.

**NOTE:** All music majors and minors must satisfy the requirements of a PIANO PROFICIENCY EXAMINATION, which may be taken by the end of the second year.

### **THE BACHELOR OF ARTS DEGREE IN MUSIC EDUCATION**

See relevant information in the Division of Education section

## THE BACHELOR OF ARTS DEGREE IN MUSIC PERFORMANCE

### MUSIC REQUIREMENTS (BY AREA)

<u>Theoretical Studies</u>		Hours
Music 121	Music Skills I	1
Music 122	Music Skills II	1
Music 221	Music Skills III	1
Music 222	Music Skills IV	1
Music 131	Music Theory I	2
Music 132	Music Theory II	2
Music 231	Music Theory III	2
Music 232	Music Theory IV	2
Music 331	Computer Technology for Musicians	2
<u>Applied Theoretical Studies</u>		
Music 111	Class Piano I	1
Music 211	Class Piano II	1
Music 311	Class Piano III	1
Music 411	Introduction to Electronic Technology	1
<u>Leadership Skills</u>		
Music 227	Conducting Techniques	1
Music 228	Choral Conducting and Literature or	
Music 229	Instrumental Conducting and Literature	1
Music 341	Instrumental and Choral Arranging	2
<u>History and Literature</u>		
Music 237	Medieval and Renaissance	2
Music 238	Music in World Cultures	2
Music 335	Music Seminar	0
Music 337	Baroque and Classical	2
Music 338	Romantic & 20th Century	2
<u>Applied Studies</u>		
Voice, Piano, or Instrument	six semesters	12
Music 333	Junior Recital	½
Music 433	Senior Recital	1
Ensemble	Seven Semesters	3½
(Band, Choir, Instrumental Ensemble, Vocal Ensemble)		
<u>Music Education</u>		
Music 113	Class Voice	1
Music 223	Class Instrument I	1
Music 224	Class Instrument II	1
Music 225	Class Instrument III	1
Music 226	Class Instrument IV	1
Music 234	Pedagogy I	1
Music 235	Pedagogy II	1
<u>Music Electives</u> (5 hours from courses listed below)		
Music 221	Diction I	1
Music 222	Diction II	1
Music 241	Chamber Ensemble Literature	1



Music 242	Marching Band Technique	1
Music 245	Jazz Improvisation I	1
Music 246	Jazz Improvisation II	1
Music 332	Counterpoint./Composition	3
Music 429	Independent Studies	<u>3</u>
	<b>Total</b>	<b>59</b>

Required:

**Modern Foreign Language (Intermediate)**

**Intermediate German or**

**Intermediate French**

**6**

**Total Hours Required for Music Majors**

**General Education Requirements**

**50**

**40%**

**Divisional Core**

**9**

**7%**

**Music Requirements**

**65**

**53%**

**Total Hours and Percentages**

**124**

**100%**

**BACHELOR OF ARTS DEGREE IN MUSIC BUSINESS**

**Major Requirements**

<u>Course Number</u>	<u>Descriptive Title</u>	<u>Hours</u>
MUS 111, 211, 311	Class Piano	3
MUS 131-132, 231-232	Theory I, II, III, VI	8
MUS 121-122, 221-222	Music Skills I, II, III, VI	4
Applied Misc. Various Six semesters @ 6x1		6
Ensemble		3½
MUS 333	Junior Recital	½
MUS 433	Senior Recital	1
MUS 238, 337, 338	Music History and Literature	6
MUS 341	Instructing and Choral Arranging	2
MUS 227, 228, 229	Conducting I, II	2
(Music Industry Core)		
MUS 328	Commercial Performing Skills	2
MUS 331	Computer Technology for Music	3
MUS 437	Survey of Contemporary Popular Music	2
MUS 443	Special Topics in Music Industry	3
MUS 444	Internship	6
MUS 329	Commercial Music Arranging	<u>2</u>
	<b>Total</b>	<b>54</b>

Specialty Area

ACCT 235	Managerial Accounting	3
BUS 132	Principles of Business	3
BUS 251	Principles of Marketing	3
BUS 336	Business Law	3
BUS 484	Organizational Behavior/Business Ethics	3
BUS 485	Consumer Behavior	<u>3</u>
	<b>Total</b>	<b>18</b>

Elective Options in Business, Communications and Music Industry (Six hours minimum)

CIS 210	PC Fund	3
COMM 202	Survey of Mass Communications	3
MUS 441	Studio Recording Technician I	3

MUS	442	Studio Recording Technician II	3
-----	-----	--------------------------------	---

**Total Hours Required of Music Business Majors**

General Education Requirements	50	39%
Major Requirements	54	42%
Specialty Area	18	14%
Electives	6	5%
<b>Total Hours and Percentages</b>	<b>128</b>	<b>100%</b>

**BACHELOR OF ARTS DEGREE IN THEATRE ARTS OR FILM**  
(Scheduled to begin in the 1997/98 academic year.)

The theatre and film program provides experiences in three areas: creative, academic, and practical. Creative experience is provided through the study of the crafts of acting, designing, and directing. Academic experiences are gained through the study of plays, actors, and designs of all periods of theatre and film. Practical experience is provided by the requirement of active participation in productions. Students may earn a Bachelor of Arts or minor in theatre or film.

**Major Requirements**

<u>Course Number</u>	<u>Descriptive Title</u>	<u>Hours</u>
TDF 101	Introduction to Theatre	3
TDF 201	Introduction to Acting	3
TDF 309	Directing	3
TDF 412	Acting for the Camera	3
TDF 402	Motion Picture Directing	3
TDF 301	The History of Theatre and Film	3
TDF 404	Writing Roundtable	3
TDF 306	Literature for Theatre and Film	3
TDF 313	Workshop Theatre	3
<b>Total</b>		<b>27</b>

Theatre/Video

TDF 302	Voice and Articulation	3
TDF 304	Stage Management	3
TDF 305	The Art of Make-up	3
TDF 307	Stage Lighting and Sound Effects	3
TDF 308	Costumes for the Stage	3
TDF 311	The One Act Play Festival	3
<b>Total</b>		<b>18</b>

Film

TDF 403	Video-Portas-Pac and Editing	3
TDF 411	Video Production	3
TDF 401	Finding Your Story and Writing Your Script	3
TDF 405	Editing	3
TDF 414-415	Producing Your Thesis	3
TDF 311	The One Act Play Festival	3
<b>Total</b>		<b>18</b>

**Total Hours Required of Theatre Arts and Film School Majors**

General Education Core	50	40%
Divisional Core	12	10%
Major Requirements	45	36%
Electives	18	14%
<b>Total Hours and Percentages</b>	<b>125</b>	<b>100%</b>

## COURSE DESCRIPTIONS

### ART

**ART 100. 2-D DESIGN.** Introduction of the elements and principles of design as applied to two-dimensions. (3) *Prerequisite: Art major or administrative approval.*

**ART 101. 3-D DESIGN.** Introduction of the elements and principles of design as applied to three-dimensions. (3) *Prerequisite: Art major or administrative approval.*

**ART 102. MATERIALS AND METHODS.** Experimentation in studio techniques peculiar to traditional and contemporary art-making. Emphasis on proper use of art related material. (3) *Prerequisite: Art major or administrative approval.*

**ART 103. THE DIMENSIONS OF ART.** An introduction to the various ways of perceiving, critiquing, discussing, and analyzing art.

**ART 130. ART APPRECIATION.** An introduction to the study of art. Basic qualities of various forms of artistic expression are explained. Emphasis is placed on the applications of art principles in everyday life. (3) *Fall or Spring.*

**ART 131. INTRODUCTION TO DRAWING.** Introduction to drawing in various media. (3) *Prerequisite: ART 100, 101, 130, or administrative approval.*

**ART 132. COLOR AND DESIGN.** Surface, form, and color problems offering opportunity for experimentation through creative exercises. Theories and concepts of two- and three-dimensional elements and principles governing composition, materials and techniques and explored. (3) *Spring. Fee required.*

**ART 134-135. DRAWING I and II.** Various exercises in drawing techniques, to strengthen students' knowledge of form, light and shade in regard to composition and design of still-life, landscape and the human body. (3) *Fall and Spring. Fee required.*

**ART 136. DRAWING III.** A continuation of Drawing I and Drawing II with emphasis on the air brush and advanced composition. (3) *Fall.*

**ART 141. FIGURE DRAWING.** Introduction to drawing human figures using various media. (3) *Prerequisite: ART 100, 101, 130, or administrative approval.*

**ART 143. INTRODUCTION TO PAINTING.** A study of design principles in painting. Emphasis on color structure and fundamental methods of pictorial organization. (3) *Prerequisite: ART 100, 101, 130, or administrative approval.*

**ART 232. INTRODUCTION TO CERAMICS.** Introduction to total ceramic process—emphasis on sculpture and hand-building. (3) *Prerequisite: Art major or administrative approval.*

**ART 233. MODERN ART.** A study of contemporary art during the late 18th through 20th centuries. (3) *Fall.*

**ART 234. SURVEY IN PRINT MAKING.** Investigation of traditional and experimental methods in print making. Studio problems in woodcutting, cardboard printing, block printing, etc. (3) *Spring. Fee required.*

**ART 235. INTRODUCTION TO SCULPTURE.** A survey of the methods, materials, and styles of sculpture—emphasis on additive and subtractive techniques. (3) *Prerequisite: Art major or administrative approval.*

**ART 236. PAINTING I.** Development of proficiency through use of various materials with special regard to the program in the public schools. (3) *Fall. Fee required.*

**ART 237. PAINTING II.** Continued development of students as professional artists. *Prerequisite: Painting I.* (3) *Spring. Fee required.*

**ART 238. MODERN ABSTRACT PAINTING.** Personal directions in contemporary painting with emphasis on issues concerning the post-modern artist. Individual and group criticism. (3) *Prerequisite:* ART 100, 101, 102, 130, or administrative approval.

**ART 331-332. SURVEY OF ART HISTORY I & II.** An introduction to ancient art, The Middle East, Egyptian, Greek and Roman, Early Christian, Renaissance, and Baroque through contemporary. (3) *Fall and Spring.*

**ART 325. GRAPHICS.** Creative layout and design for advertising and publication with emphasis on desktop publishing. (3) *Prerequisite:* ART 100, 101, 102, 130, or administrative approval.

**ART 326. ILLUSTRATION.** Explores the aesthetic issues related to various forms of image-making for illustrators with emphasis on media and technique. Development of a professional illustration portfolio. Includes an introduction to computer illustration. (3) *Prerequisite:* ART 100, 101, 102, 130, or administrative approval.

**ART 327. TYPOGRAPHY.** A study of typographic images with emphasis on contemporary applications. An introduction to designing with type via the computer is included. Emphasis is placed on informational and aesthetic concerns in the design field.

**ART 333. HISTORY AND PHILOSOPHY OF ART EDUCATION.** The history and development of art education in the United States with emphasis on contemporary philosophies and their effect on art schools. (3) *Spring.*

**ART 334. AFRICAN AMERICAN ART HISTORY.** A survey of the history of art by African American artists from ancient times to the present with emphasis on painting, architecture, and sculpture.

**ART 335. ART OF THE HARLEM RENAISSANCE.** Painting, sculpture, and design by African American artists in the U.S. from 1920-1950. (3) *Prerequisite:* ART 331, 332, or 130, or administrative approval.

**ART 336. EGYPTIAN ART HISTORY.** A survey of the art of Egypt with emphasis on the Old, Middle, and New Kingdoms from Prehistoric to historic art.

**ART 337. ITALIAN RENAISSANCE.** Painting, architecture, and sculpture in Italy from 1300 to 1500.

**ART 347. WATER COLOR PAINTING.** Experimental exploration of wash, transparent water color, and opaque water color, their possibilities and limitations, with special techniques and pictorial problems. Elective (3) *Fall. Fee required.*

**ART 362. INTERIOR DESIGN.** Principal methods of furniture styling, isometric perspectives, model construction materials, fabric, papers, floor covering, and color as they apply to interior design. Elective (3) *Fall. Fee required.*

**ART 410. ADVANCE PAINTING.** Development of individual concepts in painting. Emphasis on technical and aesthetic problems in contemporary painting. Individual instruction and group criticism of work.

**ART 411. SENIOR STUDIO.** Focus on the development of individual concepts in painting. Students are encouraged to experiment and explore assigned problems. Emphasis given to individual analysis and discussion of work. (2) *Prerequisite:* Senior Standing.

**ART 412. SENIOR EXHIBITION.** Focus on the development of a professional portfolio and the execution of a senior exhibition. (1) *Prerequisite:* Senior Standing.

**ART 413. INTERNSHIP.** An internship program that permits students to obtain experiential opportunities in their field of study. Students are placed by the instructor in museums, galleries, and design firms in the Raleigh area. (3-6) *Prerequisite:* Senior Standing.

**ART 431. FUNDAMENTALS OF PHOTOGRAPHY.** Emphasis upon the development of a sensitive photographic eye, and upon photography as an art form. Basic techniques include film making, enlarging, photogram, pin hole camera, etc. A good camera required. (3) *Fall. Fee required.*



**ART 435. ADVANCED SCULPTURE.** Concentrated studio pursuit and development of a strong personal aesthetic sculptural statement. Individual instruction and group criticism of work. (3) *Prerequisite: ART 100, 101, 102, 130, or administrative approval and Introduction to Sculpture.*

**ART 462. PROJECT SEMINAR.** Observation and guided teaching experiences in grades 4-9. Development of concept and skills relating to the scope and importance of art. (3) *Fall or Spring.*

**ART 491. STUDIO PROBLEMS.** A studio course for art majors only with great emphasis on independence in regard to stimulation and evaluation. The course will afford students the opportunity to design, in conjunction with the instructor, a series of problems pertinent to their interest and needs. *Prerequisite: Basic Work in Medium (3) Fall.*

## **COURSE DESCRIPTIONS MUSIC DEPARTMENT**

**MUSIC 102, 202,302,402 . INSTRUMENTAL ENSEMBLE.** Designed to provide experiences in small combinations of orchestral and band instruments. This course will provide instrumentalists with special opportunities to grow through small ensemble performances. (½) *Fall or Spring.*

**MUSIC 111. CLASS PIANO.** Designed to meet the needs of Elementary Education majors as well as music majors and students who pursue a concentration in music and who have little to no previous experience at the piano. An introduction to music reading as related to the keyboard, five finger hand positions and transpositions, primary chords in various positions, basic scales in ascending and descending order for one octave and the use of the pedals. *Fee required. (1) Fall .*

**MUSIC 112. INDIVIDUAL INSTRUMENT.** Applied study of solo literature for band or orchestral instruments. A student majoring in music education will choose an instrument as his/her major performing medium. Seven to eight hours on one instrument constitutes the minimum requirement to major in that instrument. *Fee required. (1) Fall and Spring.*

**MUSIC 112A, 212A, 312A, 412A INDIVIDUAL INSTRUMENT.** Same as 112-412, but for music performance majors. *Fee required. (2) Fall and Spring.*

**MUSIC 113A. CLASS VOICE** (Music majors). A sequence of study in voice building, voice placement, breath control, diction and expressive singing. Emphasis will be placed on the ability to detect vocal problems as well as on the vocal mechanism - its problems and cures. The class will use English and Italian Art Songs. *Fee required (1) Fall or Spring.*

**MUSIC 113B. CLASS VOICE** (Non-Music majors). The study of voice for students whose fields of concentration are in other scholastic areas and persons within the college community who wish to gain knowledge and experience in vocal performance. *Fee Required. Fall or Spring.*

**MUSIC 114. INDIVIDUAL PIANO** Instruction in piano offered to meet the needs of the individual student at the various stages of his/her achievement. Emphasis is placed on acquiring suitable technique and a repertory of standard piano selections, representing the Baroque, Classical, Romantic and Modern schools, according to the ability of the student. Materials include a study of major and minor scales; arpeggios in major keys; appropriate studies by such writers as Czerny, Heller and Burgmuller; "First Lessons in Bach;" Two-Part Inventions by Bach; Sonatinas by Clementi and Kuhlau; and the easier compositions of Chopin and Schumann. *Fee Required. (1) Fall or Spring.*

**MUSIC 114A, 214A, 314A, 414A INDIVIDUAL PIANO.** Same as MUSIC 114-414, but for music performance majors. *Fee required (2) Fall and Spring.*

**MUSIC 115. INDIVIDUAL VOICE.** Includes instruction in voice placement, breath control, free emission of vowels and consonants, vocalizing interpretation of folk songs, art songs, and other standard vocal literature of the Baroque, Classical, Romantic, and Modern Schools, according to the ability of the student. Materials for the first year of study are taken from the easy secular and sacred songs of English and old Italian literature. Admission by instructor's approval. *Fee required (1) Fall or Spring.*

**MUSIC 115A, 215A, 315A, 415A INDIVIDUAL VOICE.** Same as MUSIC 115-415, but for music performance majors. *Fee required (2) Fall and Spring.*

**MUSIC 116. INDIVIDUAL ORGAN.** Foundation teaching in organ playing, based on pedal studies, trios, hymns and representative works from the Baroque, Classical, Romantic, and Modern Schools. The student is prepared for church work. Prerequisites: Music 114 and the approval of instructor. *Fee Required. (1) Fall and Spring.*

**MUSIC 116A, 216A, 316A, 416A. INDIVIDUAL ORGAN.** Same as Music 116-416, but for music performance majors. (2) *Fall or Spring. Fee Required.*

**MUSIC 117, 217, 317, 417. COLLEGE CHOIR.** The study and performance of selected sacred and secular choral literature of all periods. Emphasis is placed on the development of reading skills, basic vocal technique and interpretation of musical scores. Open to any student meeting eligibility requirements of the director. *Fee Required. (0-½). Fall and Spring.*

**MUSIC 118, 218, 318, 418. VOCAL ENSEMBLE.** Music majors are encouraged to spend at least two semesters in this course, which aims to broaden knowledge of musical scores and sharpen their sight reading ability. Vocal music of the Renaissance and the art of small ensemble singing are given special emphasis. *Fee Required. (0-½) Fall and Spring.*

**MUSIC 119, 219, 319, 419. COLLEGE BAND.** All music majors are encouraged to gain experience in instrumental music through membership in the band. *Fee Required (0-½). Fall or Spring.*

**MUSIC 120A. FUNDAMENTAL OF MUSIC FOR MAJORS.** Designed for music majors who show deficiency in the basic knowledge and skills of music theory. All rudiments of music requisite to serious study of music theory will be introduced. Majors in music must pass this course with a minimum grade of "B" and pass the music theory placement examination before proceeding to Elementary Harmony 131-132. (2) *Spring.*

**MUSIC 120B. FUNDAMENTAL OF MUSIC FOR NON-MAJORS.** Designed as an elective for majors in Early Childhood or Intermediate Education. This course covers the fundamentals of music theory, such as knowledge of the keyboard, the grand staff, notation, rhythm, intervals, major and minor scales, and chords. (2) *Fall.*

**MUSIC 121. MUSIC SKILLS I.** An introduction to applied principles. Emphasis will be placed upon hearing pitches accurately and singing rhythms and pitches associated with solfege syllables and standard music notation. (1) *Fall.*

**MUSIC 122. MUSIC SKILLS II.** Principles of applied musicianship utilized to perform actual musical compositions in a variety of styles and idioms. (1) *Spring Prerequisite: Music Skills I.*

**MUSIC 131. MUSIC THEORY I.** Covers the fundamentals of music theory necessary for the successful completion of Music 132. It includes the study of scale and chord formation, formation and recognition of melodic and harmonic intervals, I, IV, I, and V7, chords and inversions, transposition, meter and rhythmic counting. Emphasis will be placed on the study of all keys, major and minor. (2) *Fall. 3 contact hours weekly.*

**MUSIC 132. MUSIC THEORY II.** A continuation of Music Theory I with the introduction of passing tones and seventh chords with their inversions. Harmonization of melodies, figured, and unfigured basses. Credit may be received by test at the freshman level. (2) *Spring. 3 contact hours weekly. Prerequisite: Music Theory I.*

**MUSIC 135 MUSIC APPRECIATION.** A non-technical course for students with limited musical background which emphasizes the style and form of music as perceived by the listener.

**MUSIC 211. CLASS PIANO.** Continuation of skills and concepts developed in Music 111 with scales for two octaves and chord progressions with secondary and seventh chords. Simple melodic harmonizations. *Fee Required. (1) Spring.*

**MUSIC 212. INDIVIDUAL INSTRUMENT.** A continuation of the study of solo literature for orchestral and band instruments. *Fee Required. (1) Fall or Spring.*

**MUSIC 213. CLASS VOICE.** A continuation of Music 113A (For music majors and minors). Advanced study of the teaching of vocal technique in choral and solo literature. The class will be structured as a clinic and will utilize vocal and choral literature from the various periods of music history. *Fee Required. (1) Spring.*

**MUSIC 214. INDIVIDUAL PIANO.** A continuation of Music 114. Major and minor scales in quarter and eighth notes; selected studies from Czerny, Heller, Burgmuller, and others; selections from "Little Preludes and Fugues" by Bach; selected compositions by Classical, Romantic, and Modern composers. Also preparation for the piano proficiency examination. *Fee Required. (1) Fall or Spring.*

**MUSIC 215. INDIVIDUAL VOICE.** A continuation of Music 115, including technical studies in breathing, posture, diction, and the development of range and expressiveness. Materials on this level include easy oratorio literature as well as the songs and arias of Bach, Handel, and Haydn in English and Italian song literature. *Fee Required. (1) Fall or Spring.*

**MUSIC 216. INDIVIDUAL ORGAN.** A continuation of Music 116, including technical studies and repertoire from all stylistic periods. *Fee Required. (1) Fall or Spring.*

**MUSIC 221. MUSIC SKILLS III.** Chromaticism and irregular rhythms will be introduced. Dictation and other written exercises will supplement performance. Students are expected to demonstrate increased independence in sight-reading musical scores without the aid of a pitch source. *(1) Fall. Prerequisites: Music Skills I & II.*

**MUSIC 222. MUSIC SKILLS IV.** Music in the 19th and 20th century harmonic idioms will be used for sight-reading and dictation exercises. Final assignments must be performed before music faculty as part of final applied examinations. *(1) Spring Prerequisites: Music Skills III.*

**MUSIC 223. CLASS INSTRUMENT.** (Percussion) Basic Fundamentals and actual playing experience on the percussion instruments. Special emphasis will be given to the study of drum rudiments and those techniques essential to other percussion instruments. *Prerequisite: Music Skills I & II; Music Theory I & II. (1) Fall.*

**MUSIC 224. CLASS INSTRUMENT.** (Woodwinds) Basic fundamentals and actual playing experience on instruments of the woodwind family; designed so that the student will know the basic fingerings, care and adjustment of the instrument, a knowledge of the mouthpiece, and an understanding of the proper embouchure for performance. Special emphasis will be directed toward the production of proper tone quality. *Prerequisites: Music Skills I & II; Music Theory I & II. (1) Spring.*

**MUSIC 225. CLASS INSTRUMENT.** (Brass) Basic fundamentals and actual playing experience on instruments of the brass family; designed so that the student will learn the basic fingering, care and adjustment of the instrument, and acquire a knowledge of the mouthpiece and an understanding of the performance of these instruments. Special emphasis will be directed toward the production of proper tone quality. *Prerequisites: Music Skills I & II; Music Theory I & II. (1) Fall.*

**MUSIC 226. CLASS INSTRUMENT.** (Strings) Basic fundamentals and actual playing experience on the string instruments. Special emphasis will be given to bowing, fingering positions and other unique characteristics of the string family. *Prerequisite: Music Skills I (1) Spring.*

**MUSIC 227. CONDUCTING TECHNIQUES.** The study of procedures, techniques and problems pertinent to the conducting of vocal and instrumental ensembles. Laboratory experience is gained in the band, choir and other ensembles, as well in the conducting classes. *Prerequisites: Music Theory I-IV; Music Skills I-IV. (1) Fall.*

**MUSIC 228. CHORAL CONDUCTING AND LITERATURE.** A continuation of Music Conducting Tech., with emphasis upon practical applications. Provides more specialized training for vocal/choral music education majors. *(1) Spring. Prerequisite: Conducting Techniques.*

**MUSIC 229. INSTRUMENTAL CONDUCTING AND LITERATURE.** A continuation of Conducting Tech., with emphasis upon practical applications. Provides more specialized training for instrumental music education majors. *(1) Spring. Prerequisite: Conducting Techniques.*



**MUSIC 231. MUSIC THEORY III.** Study of harmonic progression in the major and minor modes and rules of usual and exceptional voice leading, using the chorale settings of J.S. Bach as models. All non-harmonic tones will be studied. Triads and seventh chords (dominant and non-dominant) in all inversions. Sight singing, ear training, keyboard work and analysis are an integral part of the harmony course, with drills in rhythmic, melodic, and harmonic dictation. *Prerequisites: Music Theory I & II. (2) Fall. 3 contact hours weekly.*

**MUSIC 232. MUSIC THEORY IV.** Study of ninth, eleventh, and thirteenth chords. Chromatic harmony will include the study of borrowed chords from minor and major, the Neapolitan sixth, the augmented sixths, secondary dominants and other chromatically altered chords. Elementary and advanced modulation practices will be studied. Sight singing, ear training, keyboard work and analysis are an integral part of the harmony course, with drills in rhythmic, melodic, and harmonic dictation. *Prerequisite: Music Theory III. (2) Spring. 3 contact hours weekly.*

**MUSIC 234. PEDAGOGY I.** Will provide prospective teachers of applied music with theories and practical experiences in the techniques of teaching. *(1) Fall.*

**MUSIC 235. PEDAGOGY II.** Will continue exposure to theories of applied music instruction, but place increasing emphasis upon practical teaching experiences. *(1) Spring.*

**MUSIC 237. MEDIEVAL AND RENAISSANCE HISTORY AND LITERATURE.** Survey of representative works from the early Christian era to 1500. *(2) Fall - Odd years.*

**MUSIC 238. MUSIC AND WORLD CULTURES.** A comparative study of music from selected non-western traditions. *(2) Spring - Odd years.*

**MUSIC 241. CHAMBER ENSEMBLE LITERATURE.** Will introduce students to the instructional functions served by small ensemble performances and provide references for further study. *(1) Spring - Odd years.*

**MUSIC 242. MARCHING BAND TECHNIQUES.** Will prepare instrumental music education majors to direct the preparation of marching band performances. *(1) Fall - Odd years.*

**MUSIC 243. DICTION I.** Will introduce vocal majors to Latin, Italian, and English diction for singers. *(1) Fall.*

**MUSIC 244. DICTION II.** Will continue instruction in English diction and introduce French and German diction for singers. *(1) Spring.*

**MUSIC 245, 246. JAZZ IMPROVISATION I & II.** These courses provide an introduction to the basic principles of jazz improvisation; practical study of scales, patterns, and chord progressions; and major style developments in the tradition of jazz.

**MUSIC 311. CLASS PIANO.** Introduction of simple solos and continuing harmonization of folk melodies with various types of accompaniments. *Fee Requirement (1) Fall.*

**MUSIC 312. INDIVIDUAL INSTRUMENT.** A continuation of the study of solo literature for orchestral and band instruments. *Fee Required (1) Fall or Spring.*

**MUSIC 314. INDIVIDUAL PIANO.** A continuation of Music 214. Technical work is continued and compositions studied may include a sonata by Haydn, Mozart, or Beethoven; "Songs Without Words" by Mendelssohn; "Three Part Inventions" by Bach; selected preludes and fugues from the "Well Tempered Clavier by Bach; and selections by twentieth century composers. *Fee Required (1) Fall or Spring.*

**MUSIC 315. INDIVIDUAL VOICE.** A continuation of MUSIC 215, including technical studies and the study of arias and art songs in English, Italian, German, and/or French of increasing range and difficulty. *Prerequisites: MUSIC 215 and consent of instructor. Fee Required (1) Fall or Spring.*



**MUSIC 316. INDIVIDUAL ORGAN.** A continuation of MUSIC 216 in technical studies and repertoire. Representative works from all periods are studied. *Fee Required (1) Fall or Spring.*

**MUSIC 325, 326 SURVEY OF AFRICAN AMERICAN MUSIC.** Fall session introduces the heritage of African-American music that remains central to the American cultural fabric. African origins, slave traditions, concert music by black composers, jazz, and popular idioms are discussed and supplemented with listening assignments. Spring session is a survey of selected world music cultures, including African, African-American, Native American, East European, and Indian traditions. (3) *Fall or Spring.*

**MUSIC 328. COMMERCIAL PERFORMING SKILLS.** This required course is designed to provide functional foundation for playing chords and diverse voicing with selected melodic structures. Reading charts will be emphasized. May be repeated for credit. (2).

**MUSIC 329. COMMERCIAL MUSIC ARRANGING.** Techniques, methods, and materials used in arranging traditional and original music for commercial purposes are illustrated and discussed. Musical arrangements prepared for professional recording sessions are studied and analyzed.<sup>1</sup> The practicum includes the preparation of arrangements for studio recording. *Prerequisite:* MUSIC 232, MUSIC THEORY IV; MUSIC 222, MUSIC Skills IV; and MUSIC 341, INSTRUMENTAL AND CHORAL ARRANGING. (2).

**MUSIC 331. COMPUTER TECHNOLOGY FOR MUSICIANS.** This course will introduce students to general and particular applications of technology to research and education in music. (3) *Spring - Even years.*

**MUSIC 332. COMPOSITION.** This course is structured to give the student a basic understanding of the educational and creative value of electronic compositional procedures. In addition to the reviewing of representative literature, the course will require the student to compose concrete and other various sound sources. This course is open to music and non-music majors. *Prerequisite:* MUS 135 Music Appreciation MUS 131-132 Music Theory I and II and/or permission of the instructor. (3).

**MUSIC 333. JUNIOR RECITAL.** All music majors are required to perform in a public recital during the junior year. *Fee Required. (½) Fall or Spring.*

**MUSIC 334. PUBLIC SCHOOL MUSIC.** Required of prospective elementary school teachers, a music course that emphasizes the application of educational principles and other views of educational thought, methods, materials and musical experiences (listening, singing, movement, etc.) and activities for teaching music on the elementary level. *Prerequisite:* MUSIC 120. (3).

**MUSIC 335. MUSIC SEMINAR.** The seminars will be held on a regular basis, in order to present a variety of music topics not usually discussed in classes in the prescribed curriculum. The topic may be chosen from the music literature of the present as well as the past. The purpose of these activities is to enrich and broaden the musical experiences of the students through practical performances. *Required of all music majors and minors. (0-½).*

**MUSIC 337. BAROQUE AND CLASSICAL HISTORY AND LITERATURE.** Survey of literature from the period 1500-1800. (2) *Spring - Even years.*

**MUSIC 338. ROMANTIC AND 20TH CENTURY HISTORY AND LITERATURE.** A survey of music from 1800 through the present. (2) *Fall - Even years.*

**MUSIC 341. INSTRUMENTAL AND CHORAL ARRANGING.** A shared course devoted to the devices and techniques of arranging for various instrumental and choral ensembles. Study of some standard instrumental and choral scores. Designed for music education majors and others generally interested in composition and arranging. *Prerequisites:* Advanced Harmony, Class Instrument 223, 224, 225, 226, and consent of instructors. (2) *Fall.*

**EDUCA 347. TEACHING OF VOCAL MUSIC.** This will present the various aspects of general music and its role in today's secondary schools. Methods and materials to be used in the development of the student's voice, rhythmic activities, listening, reading readiness approach to sight singing and part singing. Ways of relating music with other

subject areas, and continuing the study of techniques in presenting music in the secondary schools. *Prerequisite: Junior standing in music and admission to the Education Program. Junior standing in music and admission to the Education Program (See Division of Education Section).* (2) Spring.

**EDUCA 348. TEACHING OF INSTRUMENTAL MUSIC.** Methods and materials to be used in the development of the grade school through the high school instrumental program. Special attention is given to methods for the beginning student. *Prerequisite: Junior standing in music and admission to the Education Program (See Division of Education Section).* (2) Spring.

**MUSIC 411. INTRODUCTION TO ELECTRONIC TECHNOLOGY.** An introduction to musical applications of digital technology. *Fee Required (1) Spring.*

**MUSIC 412. INDIVIDUAL INSTRUMENT.** A continuation of the study of solo literature for orchestral and band instruments in preparation for the senior recital. *Fee Required (1) Fall or Spring.*

**MUSIC 414. INDIVIDUAL PIANO.** Continuation of MUSIC 314; PREPARATION FOR THE SENIOR RECITAL (Music 433). The senior recital should contain piano works representing the Baroque, Classical, Romantic, and Modern schools. The student whose main performance medium is piano is required to present a senior recital. He/She will perform before the departmental faculty to determine his/her readiness for the senior recital. *Fee Required. (1) Fall or Spring.*

**MUSIC 415. INDIVIDUAL VOICE.** Provides advanced vocal techniques and literature. Music Education majors presenting voice as a major performance medium will present a senior recital (MUSIC 433), as a culmination of the study in this area. This recital is given upon the approval of the instructor. *Prerequisites: MUSIC 315 and consent of instructor. Fee Required. (1) Fall or Spring.*

**MUSIC 416. INDIVIDUAL ORGAN.** A continuation of MUSIC 316 in technical studies and repertoire. Representative works from all periods are studied in preparation for the senior recital. *Fee Required (1) Fall or Spring.*

**MUSIC 423. INTRODUCTION TO CHURCH MUSIC.** Function of the organ, the choir, and the clergy in the church service. Sacred music will be studied in relation to the liturgy. Organists will give special attention to hymn playing, accompanying, modulation, and improvisation; pre-theological students will give special attention to the principles of chanting and a study of hymnology. *Prerequisite: consent of the instructor. (2) Spring.*

**MUSIC 429. INDEPENDENT STUDIES.** Will provide an opportunity for students to pursue directed study, upon the approval of faculty. (Because much of music instruction is necessarily adapted to strengths and needs of individual students, this course is designed to meet, at the advanced level, specialized needs which have been identified through the advisement process). (3) Fall or Spring.

**MUSIC 433. SENIOR MUSIC RECITAL.** All music majors are required to present either a joint or solo recital during the senior year in the medium of the major concentration. This will be considered as the eighth semester hour in the applied music area. The recital may be presented before the public or before departmental faculty. *Fee Required (1) Fall and Spring.*

**MUSIC 437. SURVEY OF CONTEMPORARY POPULAR MUSIC.** This course is designed to cover a variety of musical styles, including jazz, rhythm and blues, gospel, rock, standard-popular and country western. Evaluation of performance in the various styles is a prime objective. Emphasis is placed on listening to selected recording; aural analysis and comparative discussions of the various styles are a prime objective. Emphasis on listening to selected recordings, aural analysis and comparative discussions of the various style characteristics. (2).

**MUSIC 441. STUDIO RECORDING TECHNIQUES I.** This course will provide theoretical and practical experience in techniques of sound productions, recording microphones, taping and board equipment. Proper techniques associated with the use of multi-track recording equipment and allied hardware will be applied. *Prerequisites: MUS Electronic Music Composition and/or permission by instructor. (3).*

**MUSIC 442. STUDIO RECORDING TECHNIQUES II.** This course is a continuation of MUS Studio Recording Techniques I. In addition to the further development of traditional recording procedures, computer applications will be explored. (3).

**MUSIC 443. SPECIAL TOPICS IN MUSIC INDUSTRY.** This class will cover the legal and ethical aspects of the music industry, including copyrights, contracts and union and labor laws as these relate to the music and entertainment business. *Prerequisite:* MUS 328, 329, 331, and 437. (3).

**MUSIC 444. INTERNSHIP IN MUSIC INDUSTRY/ARTS MANAGEMENT.** An internship provides supervised activities in the arts through work in public and private businesses and organizations. This normally provides continuous, ongoing interactions with the business aspects of music. *Prerequisite:* *Permission of the instructor.* (6).

### **THEATRE ARTS AND FILM PROGRAM COURSE DESCRIPTIONS**

**TDF 101. INTRODUCTION TO THEATRE.** The concept of theatre from the perspectives from the writer, the production team, and the audience. (3) *Fall or Spring.*

**TDF 201. INTRODUCTION TO ACTING.** Acting is taught through the use of exercises, improvisational techniques, and scenes. (3) *Fall.*

**TDF 256. MODERN DANCE.** Dance technique which does not employ a standardized vocabulary of steps. An introduction to the development of dance as an art and the roles of the choreographer and the dancer. (3).

**TDF 257. JAZZ DANCE.** The most recent dance form influenced by South American and African cultures. An introduction to the development of dance as an art and the roles of the choreographer and the dancer. (3).

**TDF 301. THE HISTORY OF THE THEATRE AND FILM.** Significant developments in theatre and film from its beginnings to the present. (3) *Spring.*

**TDF 302. VOICE AND ARTICULATION.** Course designed to develop actor's voice and personal speech effectiveness. (3).

**TDF 303. STAGE SCENERY.** Backstage organization and basic scenery production methods, including construction. (3) *Spring.*

**TDF 304. STAGE MANAGEMENT.** The duties and operating procedures of a stage manager; includes practicals. (3) *Spring.*

**TDF 305. THE ART OF MAKE-UP.** Basic knowledge of materials and their use in make-up. (3) *Spring.*

**TDF 306. LITERATURE FOR THEATRE AND FILM.** Representative plays and issues to be confronted in producing them on stage. (3) *Fall.*

**TDF 307. STAGE LIGHTING AND SOUND EFFECTS.** Theory and practice of lighting for the stage. The theory and practice of creating, improvising and using sound effects. (3) *Spring.*

**TDF 308. COSTUMES FOR THE STAGE.** Costuming from a historical and contemporary perspective; the skills necessary for designing and building costumes. (3) *Spring.*

**TDF 309. DIRECTING.** Techniques and methods of directing a play and coordinating an entire production. (3) *Fall.*

**TDF 311. THE ONE ACT PLAY FESTIVAL.** Second semester juniors are expected to participate in a one act play festival, which will consist of plays submitted by students and selected by a committee. Each participant will be assigned a play. The plays, which need not be original, will be cast from other students within the program, but will not be limited to those students. Efforts will be made to move toward a festival of original plays by Saint Augustine's College students.



These productions will be "no budget" plays. The focus is the story, the acting, and the directing, not the production values. (3) *Fall*.

**TDF 312. DRAMATIC ARTS WORKSHOP.** Workshop projects on various aspects of the theatre. (3) *Fall*.

**TDF 313. WORKSHOP THEATRE.** Workshop culminating in an actual performance production. (3) *Spring*.

**TDF 401. FINDING YOUR STORY AND WRITING YOUR SCRIPT.** In this course, the students will work in a round table fashion on developing a story for their final projects. By the end of the semester, they will be expected to have decided on a story which will be the basis of their final project screenplay. (3) *Fall*.

**TDF 402. MOTION PICTURE DIRECTING.** This course will focus on the technique of directing actors. Few film schools teach film makers how to communicate with actors. The class will give students an opportunity to work with actors in preparing for scenes for film. (3) *Spring*.

**TDF 403. VIDEO PORTA-PAC AND EDITING.** This semester-long course is designed to give first year students a basic understanding of the use of broadcast quality video production equipment and off-line editing procedures. Students in this course will learn safe and appropriate procedures for set up and use of consumer and high end camera equipment, lighting equipment and technique, and sound equipment. (3) *Fall*.

**TDF 404. WRITING ROUNDTABLE.** This course gives students an opportunity to create dramatic stories and eventually scripts from suggested topics. (3) *Spring*.

**TDF 405. EDITING.** Students in this class will be assigned video footage to edit into coherent scenes. The footage will be drawn from professionally produced and televised work as much as possible to give students a chance to work with quality material. (3) *Spring*.

**TDF 411. VIDEO PRODUCTION.** A course designed to provide experience in making a complete dramatic narrative video. Students are required to make a five (5) minute video from a story they have written or chosen. (3) *Fall*.

**TDF 412. ACTING FOR THE CAMERA.** The techniques of acting on stage and in front of the cameras. The course will focus on actors understanding specific differences of stage acting and film presentation. (3) *Spring*.

**TDF 414 - 415. PRODUCING YOUR THESIS.** This course will focus on film making from the point of view of a producer. In anticipation of their final projects, the students will learn techniques for preparing and completing a film or video production. In the first half, each student will be required to read and breakdown an assigned screenplay for production purposes. They will be given exercises in budgeting, scheduling, and managing their productions. The thrust of the second semester of the class will be on grant writing, fundraising, and marketing of video and films. (3) *Yearlong*.

**TDF 421 - 422. DRAMATIC STRUCTURE.** This year-long course is an introduction to dramatic narratives, film making and the core of the theory behind the program. In this course we will watch a series of films—old and new, with subjects classical and modern—to determine which elements consistently help to tell better stories. The basis of this program will be understanding the key elements in story telling; that dramatic narrative film making is telling stories on film; and how to combine these elements with good technique. (3) *Yearlong*.

## DEPARTMENT OF PHILOSOPHY AND RELIGION

### OBJECTIVES

The objectives of the Department of Philosophy and Religion are as follows:

1. To expose students to the various philosophies and philosophers, from antiquity to modern times, who have shaped and impacted our world;
2. To give students the opportunity to explore the belief systems of various world religions;



3. To study the Judeo/Christian religious heritage that has influenced the development of western civilization as well as other parts of the world;
4. To assist students in their personal journey of developing values and the ethics by which they will live their lives, function in their professions, and raise their children and the next generation.

### BIBLICAL STUDIES MINOR

The Biblical Studies minor is an eighteen (18) credit hour program whereby students pursuing a bachelor's degree in any discipline can enrich their spiritual and personal life by taking five (5) core courses and one (1) optional course. The required courses are:

PHIL 331	Life & Teachings of Jesus	3
PHIL 332	Pauline Epistles	3
PHIL 431	Origin of Belief	3
PHIL 432	Ethics	3
PHIL 440	Contemporary Theological Issues	3

The one (1) optional course may be chosen from the following:

PHIL 231	Introduction to Philosophy	3
PHIL 232	World Religions	3
PHIL 441	African and African-American Approaches in Theology	3
PHIL 442	The Role of Women in Scripture and Church History	3

### COURSE DESCRIPTIONS

**PHIL. 231. INTRODUCTION TO PHILOSOPHY.** An examination of basic concepts and principles of philosophy and elementary logic, with emphasis on developing students' ability to analyze philosophical theory and complex arguments and to understand and differentiate between deductive and inductive reasoning. The course will focus on representative thinkers from classical to modern philosophers. (3) *Fall or Spring.*

**PHIL. 232. SURVEY OF COMPARATIVE RELIGIONS.** A comparative study of religions of the world, focusing on their basic concepts, rites, and how geographical distribution affects. (3) *Fall and Spring.*

**PHIL. 331. LIFE & TEACHINGS OF JESUS.** A systematic exploration of the birth, life, teachings, death and resurrection of Jesus of Nazareth, with special focus on the Sermon on the Mount and the Parables of Jesus. (3) *Fall or Spring.*

**PHIL. 332. PAULINE EPISTLES.** A course developed to focus on Christian Theology as it unfolds through the writings of Christianity's greatest theologian. Special focus will be given to Paul's instructions on dealing with church conflicts and integrating Christian faith in a secular society. (3) *Fall or Spring.*

**PHIL. 431. ORIGIN OF BELIEFS.** Historical and systematic presentation of the biblical world view. This course will look into the organic relationship of faith, ritual and ethics in biblical thought. (3) *Fall and Spring.*

**PHIL. 432. ETHICS.** A study of the theories people have held about the nature of morality and the ways these could be justified. Emphasis will be placed on studying how these theories are applicable to professions. This course will be helpful to students in their efforts to think their way through social, professional, and moral issues. (3) *Fall and Spring.*

**PHIL. 440. CONTEMPORARY THEOLOGICAL ISSUES.** A creative study dealing with contemporary perspectives of Christian Theology, including Episcopal Theology, Liberalism, Evangelicalism, Fundamentalism, Pentecostalism, and the Charismatic Movement. (3) *Fall or Spring.*

**PHIL. 441. AFRICAN & AFRICAN-AMERICAN APPROACHES IN THEOLOGY.** A focus on Christian Theology from an African-American perspective. Also, a study of the contribution of people of African heritage both in the Judeo/Christian writings as well as in Church History past and present. (3) *Fall or Spring.*

**PHIL. 442. THE ROLE OF WOMEN IN SCRIPTURE AND CHURCH HISTORY.** A systematic study of the contribution and influence that women have made in the development of the Judeo/Christian literature found in Scripture, as well as throughout Church History. (3) *Fall or Spring.*

# DIVISION OF LIBERAL AND INTERDISCIPLINARY STUDIES

## Course Offerings for

Fall, 1996---Fall, 1998

Course No.	Course Name	Fall 1996 No. of Sects.	Spring 1997 No. of Sects.	Summer 1997 No. of Sects.	Fall 1997 No. of Sects.	Spring 1998 No. of Sects.	Summer 1998 No. of Sects.	Fall 1998 No. of Sects.
ART 100	2-D Design	●	0	0	●	0	0	1
ART 101	3-D Design	0	●	0	0	●	0	0
ART 102	Materials and Methods	●	0	0	●	0	0	1
ART 103	Dimensions of Art	0	●	0	0	●	0	0
ART 130	Art Appreciation	●	●	●	●	●	●	1
ART 131	Intro. To Drawing	0	0	0	●	0	0	1
ART 132	Color and Design	0	0	●	0	0	0	0
ART 141	Life Drawing	0	●	0	0	0	0	0
ART 143	Intro. to Painting	0	0	0	0	0	0	1
ART 232	Ceramics	0	0	0	●	0	0	1
ART 233	Modern Art	0	0	●	0	0	0	0
ART 234	Survey in Print	0	0	0	0	●	0	0
ART 235	Sculpture I	0	●	0	0	●	0	0
ART 238	Modern Abstract Painting	0	●	0	0	1	0	0
ART 325	Graphics	●	●	0	0	0	0	0
ART 326	Illustrations	0	●	0	0	0	0	0
ART 327	Typography	0	0	0	●	0	0	0
ART 331	Survey of Art History I	●	0	0	●	0	0	1
ART 332	Survey of Art History II	0	●	0	0	●	0	0
ART 334	African-American Art History	0	0	0	1	1	0	0
ART 335	Art of the Harlem Renaissance	0	0	0	1	0	0	0
ART 336	Egyptian Art History	●	0	0	●	0	0	1
ART 337	Italian Renaissance	0	0	0	0	0	0	0
ART 347	Water Color	●	0	0	●	0	0	1
ART 410	Advance Painting (Painting II)	0	●	0	0	0	0	0
ART 411	Senior Studio	0	●	0	0	●	0	0
ART 412	Senior Exhibition	0	●	0	0	●	0	0
ART 413	Internship	0	●	0	0	●	0	0

# DIVISION OF LIBERAL AND INTERDISCIPLINARY STUDIES

Course Offerings for		Fall, 1996---Fall, 1998							
Course No.	Course Name	Fall 1996	Spring 1997	Summer 1997	Fall 1997	Spring 1998	Summer 1998	Fall 1998	
		No. of Sects.	No. of Sects.	No. of Sects.	No. of Sects.	No. of Sects.	No. of Sects.	No. of Sects.	No. of Sects.
ART 431	Fund of Photography	0	0	0	1	0	0	0	0
COMM 201	Communication Skills	1	1	0	1	1	0	1	1
COMM 202	Survey of Mass Comm	1	1	0	1	1	0	1	1
COMM 211	Writing for Radio/TV	0	1	0	0	1	0	0	0
COMM 218	News writing	0	1	0	0	1	0	0	0
COMM 313	Into to Public Relations	1	0	0	1	0	0	1	1
COMM 314	FundamentalsOf Photography	1	0	0	1	0	0	1	1
COMM 321	Organization Comm	1	0	0	1	0	0	1	1
COMM 328	Reporting	1	0	●	1	0	0	1	1
COMM 331	Broadcast News								
COMM 341	Feature Writing	1	0	0	1	0	0	1	1
COMM 350	Media Law	0	1	0	0	1	0	0	0
COMM 351	Desktop Design	0	0	●	0	0	1	0	0
COMM 360	Media Research Methods	0	1	0	0	1	0	0	0
COMM 401	Copy Editing	1	0	0	1	0	0	1	1
COMM 411	Video Production	1	0	0	1	0	0	1	1
COMM	Broadcast Management	1	0	0	1	0	0	1	1



# DIVISION OF LIBERAL AND INTERDISCIPLINARY STUDIES

Course Offerings for		Fall, 1996---Fall, 1998							
Course No.	Course Name	Fall 1996	Spring 1997	Summer 1997	Fall 1997	Spring 1998	Summer 1998	Fall 1998	No. of Sects
		No. of Sects.	No. of Sects.	No. of Sects.	No. of Sects.	No. of Sects.	No. of Sects.	No. of Sects.	No. of Sects
415									
COMM 423	Audio Production	0	1	0	0	1	0	0	0
COMM 425	Newspaper Production	1	0	0	1	0	0	1	1
COMM 427	Publication Concepts	0	1	0	0	1	0	0	0
COMM 430	Public Relations Problem Solv.	0	1	0	0	1	0	0	0
COMM 435	Directed Studies	0	1	0	0	1	0	0	0
COMM 457	Seminar in Special Topics	1	0	0	0	1	0	0	0
COMM 458	Internships	1	1	0	1	1	0	1	1
ENGL 090	English Enrichment	1	1	1	1	0	1	1	1
ENGL 121	Speech (now replaced by COMM 201)	0	0	0	0	0	0	0	0
ENGL 131	WAC	0	2	1	0	0	1	0	0
ENGL 132	WAC	2	0	1	2	0	1	2	2
ENGL 201	Writing About Contemp. Lit.	0	1	0	0	1	0	0	0
ENGL 224	Modern Grammar	0	1	0	0	0	0	0	0
ENGL 227	Afro-American Lit.	2	1	1	2	0	1	2	2
ENGL 231	World Literature	1	0	0	1	0	0	1	1
ENGL 232	World Literature	0	1	0	0	0	0	0	0
ENGL 233	Advance Comp.	1	0	0	1	0	0	1	1
ENGL 234	Intro. To Drama	0	0	0	1	0	0	0	0
ENGL 235	Modern African Lit.	0	1	0	0	0	0	0	0
ENGL 241	Meth/Mate for Tutor Writing	1	1	0	1	1	0	1	1
ENGL 253	Introduction to Literary	0	0	0	1	0	0	0	0

Course Offerings for		Fall, 1996---Fall, 1998					
Course No.	Course Name	Fall 1996	Spring 1997	Summer 1997	Fall 1997	Spring 1998	Fall 1998
		No. of Sects.	No. of Sects.	No. of Sects.	No. of Sects.	No. of Sects.	No. of Sects.

Terms							
ENGL 300	Research Methods	0	1	0	1	0	0
ENGL 328	American Literature I	0	0	0	1	0	1
ENGL 329	American Literature II	0	1	0	0	0	0
ENGL 331	English Lit. I	0	0	0	1	0	1
ENGL 332	English Lit. II	0	1	0	0	0	0
ENGL 333	Journalism	0	0	0	0	0	1
ENGL 337	The English Language	0	0	0	0	0	1
ENGL 341	Intro. to Linguistics	0	1	0	0	0	1
ENGL 431	Shakespeare	0	0	0	0	0	1
ENGL 432	Victorian Period	0	0	0	1	0	0
ENGL 433	The Romantic Period	0	0	0	1	0	0
ENGL 434	The 18 <sup>th</sup> Century	0	1	0	0	0	0
ENGL 445	Women's Studies	0	1	0	0	0	0
ENGL 450	Literary Criticism & Theory	0	0	0	0	0	0
HIST 133	World Civilization I	0	1	0	0	2	0
HIST 134	World Civilization II	0	0	0	1	0	1
HIST 231	American History I	0	0	0	0	0	2
HIST 232	American History II	0	1	0	0	0	0
HIST 235	Survey of African Culture and Civilization I	0	0	0	2	0	2
HIST 236	Survey of African Culture and Civilization	0	2	0	0	2	0
HIST 321	Seminar in Historical Research	0	0	0	0	0	0
HIST 323	African-American in U.S.	2	2	0	2	2	2
HIST 333	N.C. History	0	0	0	1	0	1
HIST 334	Recen. Am. Hi	0	1	0	0	1	0
HIST 432	Military History	0	0	0	1	0	1
LIS 221	Interdisciplin.	0	1	0	3	0	5

# DIVISION OF LIBERAL AND INTERDISCIPLINARY STUDIES

Course Offerings for									
Course Name		Fall, 1996---Fall, 1998							
Course No.	Course Name	Fall 1996	Spring 1997	Summer 1997	Fall 1997	Spring 1998	Summer 1998	Fall 1998	
		No. of Sects.	No. of Sects.	No. of Sects.	No. of Sects.	No. of Sects.	No. of Sects.	No. of Sects.	No. of Sects
	Perspective/ Humanities								
MUSIC 102-402	Instrumental Ensemble	1	1	0	1	1	0	1	1
MUSIC 111	Class Piano	1	1	0	1	0	0	1	1
MUSIC 112-412	1hr. Individual Instrument	1	1	0	1	1	0	1	1
MUSIC 112A-412	2hr. Individual Instrument	1	1	0	1	1	0	1	1
MUSIC 113A	Class Voice	1	0	0	1	0	0	1	1
MUSIC 113B	Class Voice	1	1						
MUSIC 114-414	1hr. Individual Piano	1	0	0	1	1	0	1	1
MUSIC 114A-414A	2hr. Individual	1	1	0	1	1	0	1	1
MUSIC 115-415	1hr. Individual Voice	1	1	0	1	1	0	1	1
MUSIC 115A-415A	2hr. Individual Voice	1	1	0	1	1	0	1	1
MUSIC 116-416	1hr. Indivd. Organ	1	0	0	0	1	0	1	1
MUSIC 116A-416A	2hr. Individual Organ	1	0	0	0	0	0	1	1
MUSIC 117-417	College Choir	1	1	0	1	1	0	1	1
MUSIC 118-418	Vocal Ensemble	1	1	0	1	1	0	1	1
MUSIC 119-419	College Band	1	1	0	1	1	0	1	1
MUSIC	Fundamentals of Music	1	1	0	1	1	0	1	1



DIVISION OF LIBERAL AND INTERDISCIPLINARY STUDIES

Course Offerings for									
Course No. Course Name		Fall, 1996---Fall, 1998							
Course No.	Course Name	Fall 1996	Spring 1997	Summer 1997	Fall 1997	Spring 1998	Summer 1998	Fall 1998	
		No. of Sects.	No. of Sects.	No. of Sects.	No. of Sects.	No. of Sects.	No. of Sects.	No. of Sects.	No. of Sects.
120A	(Majors)								
MUSIC 120B	Fundamentals of Music	1	0	0	1	0	0	1	
MUSIC 121	Music Skills I	1	0	0	1	0	0	1	
MUSIC 122	Music Skills II	0	1	0	0	1	0	0	
MUSIC 131	Music Theory I	1	0	0	1	0	0	1	
MUSIC 132	Music Theory II	0	1	0	0	1	0	0	
MUSIC 135	Music Appreciation	1	1	1	1	1	1	1	
MUSIC 211	Class Piano	0	1	0	0	1	0	0	
MUSIC 213	Class Voice	0	1	0	0	1	0	0	
MUSIC 221	Music Skills III	1	0	0	1	0	0	1	
MUSIC 222	Music Skills IV	0	1	0	0	1	0	0	
MUSIC 223	Class Instrument (Percussion)	0	0	0	1	0	0	0	
MUSIC 224	Class Instrument (Woodwind)	0	0	0	0	1	0	0	
MUSIC 225	Class Instrument	1	0	0	0	0	0	1	
MUSIC 226	Class Instrument (Strings)	0	1	0	0	0	0	0	
MUSIC 227	Conducting Tech. Techniques	1	0	0	0	0	0	1	
MUSIC	Choral Cond. And Lit.	0	0	0	0	0	0	0	



# DIVISION OF LIBERAL AND INTERDISCIPLINARY STUDIES

Course Offerings for									
Course No. Course Name		Fall 1996		Spring 1997		Summer 1997		Fall 1997	
		No. of Sects.		No. of Sects.		No. of Sects.		No. of Sects.	
Fall, 1996---Fall, 1998									
		Spring 1998		Summer 1998		Fall 1998		No. of Sects	
		No. of Sects		No. of Sects		No. of Sects		No. of Sects	
228									
MUSIC	Instrumental Cond. And	0	1	0	0	0	0	0	0
229	Lit.								
MUSIC	Music Theory III	●	0	0	1	0	0	0	1
231									
MUSIC	Music Theory IV	0	1	0	0	●	0	0	0
232									
MUSIC	Pedagogy I	0	0	0	0	0	0	0	1
234									
MUSIC	Pedagogy II	0	0	0	0	0	0	0	0
235									
MUSIC	Medieval/Ken. Hist. And	●	0	0	1	0	0	0	0
237	Lit.								
MUSIC	World Culture	0	0	0	0	1	0	0	0
238									
MUSIC	Chamber Ensemble Lit.	0	0	0	0	0	0	0	0
241									
MUSIC	Marching Band Tech.	0	0	0	0	0	0	0	0
242									
MUSIC	Diction I	0	0	0	0	0	0	0	1
243									
MUSIC	Diction II	0	0	0	0	0	0	0	0
244									
MUSIC	Class Piano	●	0	0	1	0	0	0	1
311									
MUSIC	Survey of African-Am	0	0	0	0	0	0	0	0
325	Music								
MUSIC	Survey of African-Am	0	0	0	0	0	0	0	0
326	Music								
MUSIC	Commercial Performing	0	0	0	1	0	0	0	1
328	Skills								
MUSIC	Commercial Music	0	0	0	0	1	1	1	0

Course Offerings for								
Course No. Course Name		Fall, 1996---Fall, 1998						
		Fall 1996	Spring 1997	Summer 1997	Fall 1997	Spring 1998	Summer 1998	Fall 1998
		No. of Sects.	No. of Sects.	No. of Sects.	No. of Sects.	No. of Sects.	No. of Sects.	No. of Sects.
329	Arranging							
MUSIC 331	Computer Tech. For Musicians	0	0	0	1	0	0	1
MUSIC 332	Composition	0	1	0	0	1	0	0
MUSIC 333	Junior Recital	1	1	0	1	1	0	1
MUSIC 334	Public School Music	0	0	0	0	0	0	0
MUSIC 335	Music Seminar	1	1	0	1	1	0	1
MUSIC 337	Baroque Classical H&L	0	0	0	0	0	0	1* NCSU
MUSIC 338	Romantic 20 <sup>th</sup> Century H&L	0	1	0	0	0	0	0
MUSIC 245	Jazz Improvisation I	0	0	0	0	0	0	0
MUSIC 246	Jazz Improvisation II	0	0	0	0	0	0	0
MUSIC 341	Instrumental & Choir Arrangement	0	0	0	1	0	0	1
MUSIC 411	Intro. To Electronic Tech.	0	1	0	0	0	0	0
MUSIC 423	Intro. To Church Music	0	0	0	0	0	0	0
MUSIC 429	Independent Studies	1	0	0	1	0	0	1
MUSIC 433	Senior Recital	1	0	0	1	0	0	1
MUSIC 437	Survey of Contemp. Popular Music	0	0	0	1	0	0	1
MUSIC	Studio Recording Tech. I	0	0	0	0	0	0	0

# DIVISION OF LIBERAL AND INTERDISCIPLINARY STUDIES

Course Offerings for		Fall, 1996---Fall, 1998							
Course No.	Course Name	Fall 1996	Spring 1997	Summer 1997	Fall 1997	Spring 1998	Summer 1998	Fall 1998	
		No. of Sects.	No. of Sects.	No. of Sects.	No. of Sects.	No. of Sects.	No. of Sects.	No. of Sects.	No. of Sects.
441									
MUSIC 442	Studio Recording Tech. II	0	0	0	0	0	0	0	0
MUSIC 443	Special Topics in Music Industry	0	0	0	0	0	0	0	1
MUSIC 444	Internship in Music Industry/Arts Management	0	0	0	0	0	0	0	1
PHIL 231	Introduction to Philosophy	1	1	0	1	1	0	0	1
PHIL 232	Survey of Comp. Religions	0	0	0	0	0	0	0	0
PHIL 331	Life & Teachings of Jesus	0	●	0	1	1	0	0	●
PHIL 332	Pauline Epistles	0	●	0	1	1	0	0	●
PHIL 431	Origins of Beliefs	●	2	●	2	1	●	●	●
PHIL 432	Ethics	●	2	●	2	1	●	●	0
PHIL 440	Contemp. Theol. Issues	0	●	0	1	1	0	0	●
PHIL 441	Af./Af.-Am Approaches in Theology	0	1	0	1	1	0	0	1
PHIL 442	Role of Women in Scripture etc.	0	1	0	1	1	0	0	1
TDF 101	Intro. To Theater	0	●	0	1	1	●	●	0
TDF 201	Intro. To Acting	0	0	0	1	1	0	0	●
TDF 301	The History of the Theater and Film	0	0	0	0	0	0	0	1
TDF 302	Voice and Articulation	0	0	0	1	1	0	0	0
TDF 303	Stage Scenery	0	0	0	1	1	0	0	0
TDF 304	Stage Management	0	0	0	1	1	0	0	0
TDF 305	The Art of Make-up	0	0	0	1	1	0	0	0
TDF 306	Lit. for Theater and Film	0	0	0	1	1	0	0	0
TDF 307	Stage Lighting and Sound Effects	0	0	0	0	0	0	0	0



Course Offerings for		Fall, 1996---Fall, 1998							
Course No.	Course Name	Fall 1996 No. of Sects.	Spring 1997 No. of Sects.	Summer 1997 No. of Sects.	Fall 1997 No. of Sects.	Spring 1998 No. of Sects.	Summer 1998 No. of Sects.	Fall 1998 No. of Sects.	
TDF 308	Costumes for the Stage	0	0	0	0	0	0	0	
TDF 309	Directing	0	0	0	0	0	0	0	
TDF 312	Dramatic Arts Workshop	0	0	0	0	1	0	0	
TDF 313	Workshop Theater	0	1	0	0	1	0	0	





## **DIVISION OF NATURAL SCIENCES, MATHEMATICS AND ALLIED HEALTH**

The Division of Natural Sciences, Mathematics & Allied Health offers programs of study designed to provide fundamental training in the Life Sciences, Physical Sciences and Mathematics for students planning careers in medicine, dentistry, pharmacy, allied health, industrial hygiene and safety, government, computer science, environmental science, engineering and research.

Moreover, students develop an appreciation of the scope of the living world and the laws that govern it, the interrelationship of all knowledge, the development of scientific concepts, the scientific method and the contributions of science to the betterment of all mankind.

The mission of the division is to prepare all science majors to become knowledgeable agents of change as well as capable, creative and responsible citizens of independence and integrity. Furthermore, the division seeks to provide an atmosphere in which each science major can develop his/her intellectual capacity to a maximum by sharing in learning experiences which result in the acquisition of scientific knowledge, techniques and skills.

In addition, the mission is to expand the resources and improve existing facilities in order to better prepare science majors for gaining admission to professional and graduate schools as well as careers in the health professions, engineering, computer science, industrial hygiene and research.

### **Objectives**

1. To foster a general knowledge of the world and an understanding of broad concepts in the natural sciences;
2. To present the basic, underlying concepts of science as it influences daily living;
3. To prepare students for careers in science, mathematics and engineering;
4. To develop a command of the communications skills appropriate for functioning effectively in mathematics and the sciences;
5. To promote students' professional development through advanced technology, library resources and the use of publications related to their discipline;
6. To promote the development of students' ethical and moral perspective;
7. To prepare our students to serve as mentors;
8. To prepare our students with a basic understanding of research and its utility in the world of work;
9. To offer our students a diverse education utilizing the environment, community and team building.

## **DEPARTMENT OF ALLIED HEALTH**

### **Mission**

The department is dedicated to training students to become knowledgeable and professionally competent. The faculty are committed to inculcating high moral and ethical standards along with leadership qualities in the students. The ability to function as an effective team member in professional and civic organizations will be emphasized throughout the students' educational experience at Saint Augustine's College.

The students will be provided a caring and nurturing academic environment through mentoring provided by the faculty. The division uses a variety of intellectually stimulating methods of course delivery and active learning. The students will constantly be encouraged to pursue higher academic achievements in life.

Upon successful completion of the program, the students will be motivated & dedicated health care workers, providing service and leadership to their respective communities with care and compassion.

## Clinical Laboratory Science Program

### Objectives

1. To provide students with a curriculum in Clinical Laboratory Science (Medical Technology) which includes basic and advanced academic courses, theoretical and practical clinical laboratory science, and entry level competency as Clinical Laboratory Scientists (Medical Technologists);
2. To develop students' ability to accurately and efficiently perform a variety of clinical laboratory analyses;
3. To provide students with instruction which allows them to solve problems encountered in the performance of clinical laboratory procedures;
4. To demonstrate acceptable professional and ethical conduct; and
5. To prepare students to organize and implement designed laboratory tasks in an efficient and safe manner.

The Clinical Laboratory Science program at Saint Augustine's College has adopted a 3-plus-1 type of curriculum, meaning three years of college academics and one year of campus-based clinical training with an affiliation of a clinical laboratory.

The fourth year, which is the clinical training year, is composed of 52 weeks of clinical courses and laboratory practicum. Upon successful completion of the didactic portion of the program the students are scheduled for rotations in all areas of the affiliated clinical laboratory. The planned curriculum will prepare the students for the national registry examinations. The students are expected to have reliable transportation for this phase of the program.

Upon admission to the college, the students are advised by designated advisors. Students must apply for admission to the clinical phase of the program. Applications are reviewed after the stated deadline, and selected applicants will be scheduled for an interview.

All applicants must have completed 20 hours of general chemistry, physiological biochemistry (or similar chemistry courses), 16 hours of biological sciences, including medical microbiology and immunology, 8 hours of physics, and 6 hours of mathematics. Also, they must possess a G.P.A. of 2.5 or above and a "C" average in all science courses completed to be eligible for consideration.

The students completing this program are Registry Eligible.

### B. S. DEGREE IN CLINICAL LABORATORY SCIENCE (MEDICAL TECHNOLOGY)

#### MAJOR CORE REQUIREMENTS

<u>Course Number</u>	<u>Descriptive Title</u>	<u>Hours</u>
CHEM 142	General Chemistry	3
CHEM 142L	General Chemistry Lab	1
CHEM 344	Biochemistry I	3
CHEM 344L	Biochemistry I Lab	1
CHEM 345	Biochemistry II	3
CHEM 345L	Biochemistry II Lab	1
CHEM 341	Organic Chemistry I	3
CHEM 341L	Organic Chemistry Lab I	1
PHYS 241	General Physics	3
PHYS 241L	General Physics Lab	1
PHYS 242	General Physics	3
PHYS 242L	General Physics Lab	1
CLS 201	Anatomy & Physiology I	3
CLS 202	Anatomy & Physiology II	3
CLS 401	Microbiology	3
CLS 401L	Microbiology Lab	1
CLS 301	Immunology	3
CIS 240	Microcomputer Application I	3
OMS 460	Technical Writing	3
<b>TOTAL HOURS</b>		<b>43</b>



**PROFESSIONAL CORE (DEPARTMENTAL) CORE:**

<u>Course Number</u>	<u>Descriptive Title</u>	<u>Hours</u>
CLS 440	Clinical Parasitology	0.5
CLS 440L	Clinical Parasitology Lab	0.5
CLS 441	Hematology	3
CLS 441L	Hematology Lab	2
CLS 442	Coagulation	0.5
CLS 442L	Coagulation Lab	0.5
CLS 443	Urinalysis & Body Fluids	2
CLS 443L	Urinalysis & Body Fluids Lab	0.5
CLS 444	Clinical Chemistry	4
CLS 444L	Clinical Chemistry Lab	4
CLS 445	Serology	1
CLS 445L	Serology Lab	1
CLS 446	Clinical Microbiology	3
CLS 446L	Clinical Microbiology Lab	3
CLS 447	Blood Bank (Immunohematology)	2
CLS 447L	Blood Bank Lab	2
CLS 448	Medical Technology Research	0.5
	<b>TOTAL</b>	<b>30</b>

*All CLS laboratory courses have special laboratory fees.*

<b>Total General Education Requirements</b>	<b>55</b>
<b>Total Major Requirements</b>	<b>43</b>
<b>Total Professional (Departmental) Core</b>	<b>30</b>
<b>TOTAL</b>	<b>128</b>

**COURSE DESCRIPTIONS**  
**CLINICAL LABORATORY SCIENCE**

**CLS 201 Anatomy & Physiology I** - This course covers the basic and applied histology, the gross anatomy and the human organ system's physiology. Other topics discussed will include the body's defense mechanism, support, movement, communication and coordination. The concepts will be applied to the understanding of the body's structural alteration and dysfunction in a diseased state. *Prerequisites: BIOL 131, CHEM 141 & 142, (3) Fall (Two sessions per week)*

**CLS 202 Anatomy & Physiology II** - This course is a continuation of CLS 201 and the focus will be on metabolism, nutrition, excretion, reproduction and development. *Prerequisites: BIOL 131, CHEM 141 & 142, CLS 201 (3) Spring (Two sessions per week)*

**CLS 301 Immunology** - An introductory and intermediate course covering the basic and applied immunology. Students are expected to be able to apply the concepts acquired in this course in determining the factors responsible for resistance and/or susceptibility to infectious and non-infectious diseases. *Prerequisites: CLS 201, 202 (3) Spring (Three sessions per week)*

**CLS 401 Microbiology** - An introductory course dealing with mostly human pathogens. The organisms discussed in this course will be medically important viruses, bacteria, rickettsia, chlamydia, fungi and medically important parasites. The emphasis is focused on morphology, taxonomy, pathogenicity, diagnosis and treatment. This course will be beneficial to the students majoring in pre-medical, allied health and biology. *Prerequisites: CLS 201, 202, 301 (3) Fall (Three sessions per week)*

**CLS 401L Microbiology Laboratory** - This laboratory course is a component of CLS 401 and the student is expected to take it simultaneously with the lectures. The course will demonstrate the diagnostic procedures used to identify the medically important organisms. The organisms covered in this course are mostly the bacteria, fungi, and some parasites. The course will provide the students with the practical experience of identifying the organisms. *Prerequisites: CLS 201, 202, 301, 401 (1) Spring (Three Sessions per week)*



*NOTE: CLS 440 - 448 are open ONLY to the students who are officially accepted by the Clinical Laboratory Science's clinical phase.*

**CLS 440 Clinical Parasitology** - In this course the human parasites are studied. At the end of this course the student will be able to recognize and identify pathogenic and non-pathogenic parasites in clinical specimens. Emphasis is focused on forms, stages of life cycle and vectors involved in transmission. *(1/2) Fall (15 Lectures at the end of CLS 446 )*

**CLS 440L Clinical Parasitology Laboratory** - This course is the practical portion of the CLS 440 course. The students are trained in the clinical laboratory and taught, among other things, specimen collection, processing, preservation, macroscopic and microscopic evaluation, equipment operation, special techniques, staining and preparation of the specimen, immunodiagnostic procedures, and detection and identification of parasites. *(1/2) (Scheduled during the months of January - July)*

**CLS 441 Hematology** - This course is focused on the study of blood cells and their morphology. Blood related disorders are discussed. At the end this course the student will be able to understand the principle and procedures of tests used to diagnose blood abnormalities. Quality control in hematology is discussed. *(3) Fall (Two sessions per week)*

**CLS 441L Hematology Lab** - This course is the practical portion of the CLS 441 course. The lab course will cover: specimen preparation, hematology equipment operation, principle & theory of diagnostic procedures used to detect blood disorders and reporting lab results. *(2) (Scheduled during the months of January - July)*

**CLS 442 Coagulation** - This course explains the interrelationship of vascular functions, platelet functions and coagulation factors. The vascular disorders are described. The students will understand the principle and theory of the procedures used to detect bleeding and coagulation disorders. The quality control procedures are discussed. *(1/2) Fall (10 Lectures at the end of CLS 441)*

**CLS 442L Coagulation Lab** - This course is the practical portion of the CLS 442 course. The lab course will cover: specimen preparation, coagulation equipment operation, principle & theory of diagnostic procedures used to detect blood coagulation disorders and reporting lab results. *(1/2) (Scheduled during the months of January-July)*

**CLS 443 Urinalysis and Body Fluids** - The renal physiology and urine formation is described in this course. The formation of all other body fluids is described and the abnormal states are discussed. At the end of this course the students will be able to identify normal and abnormal elements present in urine and all other body fluids, and to correlate quality control with reagents and microscopic analysis. *(2) Fall (One session per week)*

**CLS 443L Urinalysis and Body Fluids Lab** - This course is the practical portion of the CLS 443 course. The students will learn how to identify normal and abnormal elements in the urine and all other body fluids. Quality control and the principle and theory on all the procedures will be discussed. At the end of this course the students will be efficient in processing specimens accurately and in a timely manner. *(1/2) (Scheduled during the months of January - July)*

**CLS 444 Clinical Chemistry** - This course is designed to explain the principles of different laboratory techniques and instrumentation in a clinical chemistry laboratory. The proteins, lipids, lipopolysaccharide, therapeutic drug monitoring, all chemical elements present in the blood, hereditary disorders, the endocrine system and the digestive system are discussed in detail. The student will be able to understand how changes in the blood constituents level can help diagnosis of different pathological states. The quality control in a clinical chemistry lab is also discussed. *(4) Fall (Three sessions per week)*

**CLS 444L Clinical Chemistry** - This course is the practical portion of the CLS 444 course. It deals with quality control, specimen preparation, specimen processing, specimen preservation and instrumentation in a clinical chemistry laboratory. The students will learn electrophoresis and how to correctly interpret the electrophoresis patterns. Other special procedures in a special chemistry lab will be instructed. *(4) (Scheduled during the months of January - July)*

**CLS 445 Serology** - The immune system and its response is described in this course and the pathogenic states, including: causative agents, clinical aspects, current serological testing, and interpretation of results, are explained. *(1) Fall (One session per week)*

**CLS 445L Serology Lab** - This is the practical portion of the CLS 444 course. In this course the quality control, specimen preparation, specimen processing, false positive and false negative test results are discussed. The following procedures are instructed and discussed: liquid precipitation, double diffusion, counterimmunoelectrophoresis, immunoelectrophoresis, radial immunodiffusion, Rocket immunoelectrophoresis, flocculation, direct & indirect agglutination, agglutination inhibition, complement fixation, direct & indirect Immunofluorescence, auto reagin, ELISA, ASO, EMIT. (1) *(Scheduled during the months of January - July)*

**CLS 446 Clinical Microbiology** - In this course the taxonomy, habitat, mode of transmission, pathogenicity, identification, macroscopic and microscopic morphology, and treatment of human pathogens are discussed. The principles, purposes and quality control of different diagnostic tests are also explained. (3) *Fall (Three sessions per week)*

**CLS 446L Clinical Microbiology Lab** - This course is the practical portion of the CLS 446 course. In this the identification procedures used to diagnose pathogens are instructed. The identification, macroscopic and microscopic morphology, diagnosis and treatment of human pathogens are instructed. The principles, purposes and quality control of different diagnostic tests are also explained. The principle and operation of all the instruments in the lab are instructed. (3) *(Scheduled during the months of January - July)*

**CLS 447 Blood Bank (Immunohematology)** - In this course the immune response and all blood groups are discussed. The antigen-antibody reactions as associated with the clinical aspects of immunohematology are explained. The identification of irregular antibodies and the theory, principle, and interpretation of diagnostic tests are explained. (2) *Fall (Three sessions per week)*

**CLS 447L Blood Bank (Immunohematology)** - This is the practical portion of the CLS 447 course. The quality control, storage of blood specimens, component preparation, RBC antigen-antibody reactions, all methodologies as associated with the clinical aspects of immunohematology are instructed and the procedures are demonstrated. The identification of irregular antibodies and the theory, principle, and interpretation of diagnostic tests are demonstrated and explained. The students will learn how to pull blood, type and crossmatch for transfusions. This course also deals with how to keep blood bank records. (2) *(Scheduled during the months of January - July)*

**CLS 448 (Medical Technology Research):** In this course the students will learn phlebotomy techniques and basic laboratory skills. The students are also required to choose an appropriate project in the field of Clinical Laboratory Science. The project title must be approved by the department head and the medical advisor. The student projects will be presented to the faculty and the students. (1/2) *(Self study course)*

**CLS 451 Human Nutrition:** This course will discuss the importance of vitamins and minerals in a metabolic process. The diseases associated with vitamin and mineral deficiencies will be discussed. This course will also cover topics about carbohydrate, protein, and fat metabolism as well as calculations of caloric intake. *Prerequisites: CLS 201, 202; CHEM 141, 142, 344, 345 (3) Spring (Two sessions per week)*

## PHLEBOTOMY CERTIFICATE DEGREE PROGRAM

**Phlebotomy** - Is the art of blood collection by performing venipuncture. This profession requires highly trained and competent individuals who have compassion for patients. A phlebotomist is the first line of quality control for a pathology laboratory in any health care setting.

### OBJECTIVES

1. To provide the students with instruction in the following areas:
  - Anatomy of the circulatory system
  - Venipuncture procedure technique
  - Other specimen collection procedures
  - Lab safety
  - Interpersonal skills and effective communication
2. To provide training on how to deal with stressful situations, sick people, dying people.
3. To enhance the communication skills.
4. To train the students on the operation of an EKG instrument.
5. To train highly competent phlebotomists that can perform in a variety of health care settings.

**CLS 450 (Phlebotomy):** This course will provide the students with the necessary knowledge and skill to perform venipuncture accurately. The anatomy and circulatory system are discussed; so are lab safety, OSHA, and tuberculosis control plans. The students will also learn how to perform an EKG test. (4 credit hours). Fall, Spring (Four Sessions per week and training is scheduled upon availability)

**CLS 450L (Phlebotomy Lab):** The students will be scheduled for clinical rotations at an affiliated hospital. (0) Fall, Spring (120 hours of clinical rotations)

## DEPARTMENT OF BIOLOGY

### MISSION

The Department of Biology is structured to facilitate learning through the analysis and synthesis of biological data. In addition, it is committed to the intellectual, cultural and personal development of its students. The curriculum is designed to implement the mission through its offering of training in the life sciences for students planning careers in teaching, medicine, dentistry, allied health, industry, government, and research. It is also the intent of the biology department to provide awareness of our environment and the critical issues which have an effect on the health of mankind.

### OBJECTIVES

Some of the aims of the Biology Department are:

- (1) to train students in the use of the methods of science in solving problems;
- (2) to develop skills in the use of laboratory equipment and in the reading of biological literature;
- (3) to provide students with a knowledge of fundamental biological concepts in order to prepare them for graduate studies in the life sciences; and
- (4) to provide students with a basic knowledge of biology in order to enable them to study medicine or allied health, or to serve as mentors of learning of the life sciences.

## B. S. DEGREE IN BIOLOGY (ENVIRONMENTAL CONCENTRATION)

### Major Course Requirements

<u>Course Number</u>	<u>Descriptive Title</u>	<u>Hours</u>
BIOL 201	Ecology	3
BIOL 201L	Ecology Lab	1
BIOL 432	Environmental Toxicology	3
BIOL 432 L	Environmental Toxicology Lab	1
BIOL 430	Epidemiology and Biostatistics	3
BIOL 410	Biology Seminar I	1
BIOL 411	Biology Seminar II	1
BIOL 342	General Physiology	3
BIOL 342L	General Physiology Lab	1
BIOL 401	Introduction to Research	3
BIOL 420	Senior Research	3
BIOL 442	General Genetics	3
BIOL 442L	General Genetics Lab	1
BIOL 141	Invertebrate Zoology	3
BIOL 141L	Invertebrate Zoology Lab	1
BIOL 142	Botany	3
BIOL 142L	Botany Lab	1
BIOL 134	Principles of Biology II	3
BIOL 134 L	Principles of Biology II Lab	1
CLS 401	Microbiology	3
CLS 401L	Microbiology Lab	1
<b>Total</b>		<b>43</b>

Additional required science and mathematics courses to complete the B. S. degree in Biology with an environmental concentration:



<u>Course Number</u>	<u>Descriptive Title</u>	<u>Hours</u>
CHEM 142	General Chemistry	3
CHEM 142L	General Chemistry	1
CIS 240	Microcomputer Software Application I	3
MATH 231	Analytical Geometry and Calculus	4
PHYS 241	General Physics	3
PHYS 241L	General Physics Lab	1
PHYS 242	General Physics	3
PHYS 242L	General Physics Lab	1
CHEM 341	Organic Chemistry	3
CHEM 341L	Organic Chemistry Lab	1
CHEM 342	Organic Chemistry	3
CHEM 342L	Organic Chemistry Lab	1
CHEM 344	Biochemistry	3
CHEM 344L	Biochemistry Lab	1
<b>Total</b>		<b>31</b>

**NOTES:** Students must earn a grade of "C" or better in all major courses needed to complete the degree.

All sequential courses must be taken in sequence. You cannot enroll in a second semester sequence without having already completed its first part.

All science courses have special laboratory fees.

#### **TOTAL HOURS NEEDED TO GRADUATE WITH A MAJOR IN BIOLOGY (ENVIROMENTAL CONCENTRATION)**

<b>Total General Education Requirements</b>	<b>55</b>
<b>Total Major Requirements</b>	<b>43</b>
<b>Total Additional Course Requirements</b>	<b>31</b>
<b>Total</b>	<b>129</b>

#### **B .S. DEGREE IN BIOLOGY (MOLECULAR CONCENTRATION)**

##### **Major Course Requirements**

<u>Course Number</u>	<u>Descriptive Title</u>	<u>Hours</u>
BIOL 241	Comparative Vertebrate Anatomy	3
BIOL 241L	Comparative Vertebrate Anatomy Lab	1
BIOL 242	Comparative Vertebrate Embryology	3
BIOL 242L	Comparative Vertebrate Embryology Lab	1
BIOL 430	Epidemiology and Biostatistics	3
BIOL 410	Biology Seminar I	1
BIOL 411	Biology Seminar II	1
BIOL 342	General Physiology	3
BIOL 342L	General Physiology Lab	1
BIOL 401	Introduction to Research	3
BIOL 420	Senior Research	3
BIOL 442	General Genetics	3
BIOL 442L	General Genetics Lab	1
BIOL 310	Cell Biology	3
BIOL 310 L	Cell Biology Lab	1
BIOL 134	Principles of Biology II	3
BIOL 134 L	Principles of Biology II Lab	1
CLS 401	Microbiology	3
CLS 401L	Microbiology Lab	1
BIOL	Elective	3
<b>Total</b>		<b>42</b>

Additional required science and mathematics courses to complete the B. S. degree in Biology



with a molecular concentration:

<u>Course Number</u>	<u>Descriptive Title</u>	<u>Hours</u>
CHEM 142	General Chemistry	3
CHEM 142L	General Chemistry	1
CIS 240	Microcomputer Software Application I	3
MATH 231	Analytical Geometry and Calculus	4
PHYS 241	General Physics	3
PHYS 241L	General Physics Lab	1
PHYS 242	General Physics	3
PHYS 242L	General Physics Lab	1
CHEM 341	Organic Chemistry	3
CHEM 341L	Organic Chemistry Lab	1
CHEM 342	Organic Chemistry	3
CHEM 342L	Organic Chemistry Lab	1
CHEM 344	Biochemistry	3
CHEM 344L	Biochemistry Lab	1
<b>Total</b>		<b>31</b>

**NOTES:** Students must earn a grade of "C" or better in all major courses needed to complete the degree.

All sequential courses must be taken in sequence. You cannot enroll in a second semester sequence without having already completed its first part.

All science courses have special laboratory fees.

#### **TOTAL HOURS NEEDED TO GRADUATE WITH A MAJOR IN BIOLOGY (MOLECULAR CONCENTRATION)**

Total General Education Requirements	<b>55</b>
Total Major Requirements	<b>42</b>
Total Additional Course Requirements	<b>31</b>
<b>Total</b>	<b>128</b>

#### **B. S. DEGREE IN PREMEDICNE**

##### **Major Course Requirements**

<u>Course Number</u>	<u>Descriptive Title</u>	<u>Hours</u>
CLS 201	Anatomy & Physiology I	3
CLS 202	Anatomy & Physiology II	3
BIOL 422	Histology	3
BIOL 422L	Histology Lab	1
BIOL 430	Epidemiology and Biostatistics	3
BIOL 311	Premedical Seminar I	1
BIOL 312	Premedical Seminar II	1
BIOL 401	Introduction to Research	3
BIOL 420	Senior Research	3
BIOL 442	General Genetics	3
BIOL 442L	General Genetics Lab	1
BIOL 310	Cell Biology	3
BIOL 310 L	Cell Biology Lab	1
BIOL 141	Principles of Biology II	3
BIOL 141L	Principles of Biology II Lab	1
CLS 401	Microbiology	3
CLS 401L	Microbiology Lab	1
<b>Total</b>		<b>37</b>

Additional required science and mathematics courses to complete the B. S. degree in Premedicine:

<u>Course Number</u>	<u>Descriptive Title</u>	<u>Hours</u>
CHEM 142	General Chemistry	3

CHEM 142L	General Chemistry	1
CIS 240	Microcomputer Software Application I	3
MATH 231	Analytical Geometry and Calculus	4
PHYS 241	General Physics	3
PHYS 241L	General Physics Lab	1
PHYS 242	General Physics	3
PHYS 242L	General Physics Lab	1
CHEM 341	Organic Chemistry	3
CHEM 341L	Organic Chemistry Lab	1
CHEM 342	Organic Chemistry	3
CHEM 342L	Organic Chemistry Lab	1
CHEM 344	Biochemistry	3
CHEM 344L	Biochemistry Lab	1
CHEM 345	Biochemistry	3
CHEM 345L	Biochemistry Lab	1
	<b>Total</b>	<b>35</b>

---

**NOTES:** Students must earn a grade of "C" or better in all major courses needed to complete the degree.

All sequential courses must be taken in sequence. You can not enroll in a second semester sequence without having already completed its first part.

All science courses have special laboratory fees.

<b>TOTAL HOURS NEEDED TO GRADUATE WITH A MAJOR IN PREMEDICINE</b>		
<b>Total General Education Requirements</b>		<b>55</b>
<b>Total Major Requirements</b>		<b>37</b>
<b>Total Additional Course Requirements</b>		<b>35</b>
<b>Total</b>		<b>127</b>

## COURSE DESCRIPTIONS

### BIOLOGY

**BIOL 131. FUNDAMENTALS OF BIOLOGY.** Considers the philosophy of science; the scientific method; the nature and organization of living matter; structure-function relationships; principles of development, growth, reproduction, and metabolism, the relationship of heredity and ecology to behavior; conservation, taxonomy, and evolution. *Prerequisite:* NONE. (Three one-hour lectures ). (3).

**BIOL 131L. FUNDAMENTALS OF BIOLOGY LABORATORY.** Laboratory work includes training in the use of the microscope; the study of various taxonomic groups, experiments in heredity, genetics, taxonomy, and physiology. *Prerequisite:* NONE. (One two-hour laboratory period per week). Fall or Spring. (0) Laboratory Fee: \$30.00.

**BIOL 133. PRINCIPLES OF BIOLOGY I:** An introduction and exploration of the study of life from atoms to the cellular levels of organization. Emphasis is placed on structure and function of cells, evolution, molecular genetics and energy transformation. *Prerequisite:* NONE. (Three one-hour lectures periods a week). (3) Fall or Spring.

**BIOL 133L. PRINCIPLES OF BIOLOGY I LAB:** Laboratory investigations focused on cellular and molecular biology. *Prerequisite:* This course should be taken concomitantly with Principles of Biology I. (One three hour lab period per week.) (1) Laboratory Fee: \$30.00 and lab jacket required. Fall or Spring.

**BIOL 134. PRINCIPLES OF BIOLOGY II:** Emphasis is placed on the organism and higher levels of biological organization. Topics will include biodiversity, plants and animals, form and function and ecology. *Prerequisites:* NONE. (Three one-hour lectures ).(3) Fall or Spring.

**BIOL 134L. PRINCIPLES OF BIOLOGY II LAB:** Laboratory investigations focused on the organism. Plant and animal dissections will occur. *Prerequisites:* NONE.(One three-hour lab period per week.) (1) Laboratory Fee: \$30.00 and lab jacket required. Fall or Spring.

**BIOL 141. INVERTEBRATE ZOOLOGY:** Emphasis is placed on the structure, evolution, and physiology of invertebrate animals, marine groups, helminthes, and insects. *Prerequisite: Principles of Biology II. (Three one-hour lectures per week.) (3) Fall.*

**BIOL 141L. INVERTEBRATE ZOOLOGY LAB:** Laboratory emphasis will be placed on the identification and physiology of invertebrates. *Prerequisite: Principles of Biology II. (One three-hour laboratory period per week.) (1) Laboratory Fee: \$30.00 and lab jacket required. Fall.*

**BIOL 142. GENERAL BOTANY.** Theories, principles, and concepts of plant life. Lectures concentrated on the basic structures, economic importance, physiological phenomena, and taxonomic survey of the plant kingdom. *Prerequisite: NONE. (Two lectures). (3) Fall of Spring.*

**BIOL 142L. GENERAL BOTANY LABORATORY.** Study of the basic structure and taxonomic survey of the plant kingdom. *Prerequisite: BIOL 142. (One three-hour laboratory period weekly). (1) Fall or Spring. Laboratory Fee: \$30.00 and lab jacket required.*

**BIOL 201. GENERAL ECOLOGY.** Fundamental principles of ecology. Subject matter integrates various aspects of the following: plant and animal ecology, basic and applied ecology, empirical and theoretical ecology. The importance of evolutionary adaptations in ecological phenomenon is also emphasized. *Prerequisites: BIOL 141 and 142. (Two one-hour lectures). (3) Spring. Laboratory Fee: \$30.00.*

**BIOL 201L. GENERAL ECOLOGY LABORATORY.** The laboratory includes field trips and studies of local natural ecosystems. *Prerequisites: BIOL 141 and 142. (One three-hour laboratory period per week). (1) Laboratory Fee: \$30.00 and lab jacket required.*

**BIOL 241. COMPARATIVE VERTEBRATE ANATOMY.** Morphology, systematic and phylogenetic relationships, with emphasis on the vertebrates. A consideration of various theories of evolution and the use of comparative anatomical evidence in support of organic evolution. study of specimens from various vertebrate. *Prerequisites: BIOL 141 and 142. (Two lectures weekly). (3) Fall.*

**BIOL 241L. COMPARATIVE VERTEBRATE ANATOMY LABORATORY.** The laboratory includes dissection and the study of specimens from various vertebrate classes. *Prerequisites: BIOL 141 (Two two-hour laboratory periods weekly). (1) Fall. Laboratory Fee: \$30.00 and lab jacket required.*

**BIOL 242. COMPARATIVE EMBRYOLOGY OF THE VERTEBRATES.** Growth and development processes among the various classes of vertebrates. *Prerequisites: (REQUIRES A GRADE OF "C" TO ENROLL) BIOL 141, 142, 231 and CHEM 142. (Two lectures a week.) (4) Spring.*

**BIOL 242L. COMPARATIVE EMBRYOLOGY OF THE VERTEBRATES LABORATORY.** The laboratory work involves a comparative, systematic study of the embryology of selected organisms. *Prerequisites: BIOL 231 and CHEM 142. (Two two-hour laboratory periods a week.) (1) Spring. Laboratory Fee: \$30.00 and lab jacket required.*

**BIOL 310. CELL BIOLOGY:** A study of the structure and function of cells in microorganisms, plants, and animals. Emphasis is placed on ultrastructure, biochemistry and physiology. *Prerequisite: Principles of Biology II and Chem 142. (Three one-hour lectures). (3) Fall.*

**BIOL 310L. CELL BIOLOGY LAB:** Laboratory investigations focused on protein determinations, cell fractionation, and microscopy. *Prerequisite: Principles of Biology II, Chem 142. (One three-hour lab period per week). (1) Laboratory Fee: \$30.00 and lab jacket required. Fall.*

**BIOL 311. PREMEDICAL SEMINAR I:** Medical terminology will be covered extensively in this course. *Prerequisite: Sophomore or Junior Status. (1) Fall or Spring.*

**BIOL 312. PREMEDICAL SEMINAR II:** Students will concentrate on preparing the AMCAS application and the MCAT. *Prerequisite: Sophomore or Junior Status. (1) Fall or Spring.*

**BIOL 342. GENERAL PHYSIOLOGY.** The relationship of physicochemical phenomena to the functioning of living systems and to the behavior of living organisms. Emphasis is placed on the relationship of cellular physiology to



systematic functions. *Prerequisites: BIOL 141, 241; CHEM 141, 142, 341; MATH 131, 132; AND PHYS 241, 242. (Two lectures and one four-hour laboratory period weekly). (3) Spring.*

**BIOL 342L. GENERAL PHYSIOLOGY LABORATORY.** Laboratory work includes demonstrations and individual studies of various physiological phenomena, using appropriate equipment and living specimens. *Prerequisites: BIOL 241; CHEM 142 and 341; MATH 132. (One four-hour laboratory period weekly). (1) Spring. Laboratory Fee: \$30.00 and lab jacket required.*

**BIOL 401. INTRODUCTION TO RESEARCH:** Emphasis is placed on literature searches, computerized searches, design of research papers and the preparation of bibliographies. At the end conclusion of this course, students should have : (1) a concise, specific research topic; (2) a set of goals and objectives for the selected topic; and (3) a completed literature search. *Prerequisite: Senior Status or Permission from Department Chairperson. (3) Fall.*

**BIOL 410. BIOLOGY SEMINAR I:** Topics are presented in discussions, through faculty and guest speakers, readings, and individual student presentations. *Prerequisite: Sophomore or Junior Status. (1) Fall or Spring.*

**BIOL 411. BIOLOGY SEMINAR II:** Students will concentrate on GRE preparation, graduate schools and test-taking skills. *Prerequisite: Sophomore or Junior Status. (1) Fall or Spring.*

**BIOL 420. SENIOR RESEARCH:** The student is involved in intensive research under the direction of a full-time faculty member. *Prerequisite: Senior Status or Permission from Department Chairperson. (3) Laboratory Fee: \$30.00 and lab jacket required. Spring.*

**BIOL 422. HISTOLOGY.** Microscopic anatomy of vertebrate animals, with emphasis on the human body. Lectures include a systematic treatment of the characteristics of various types of tissue, emphasizing structure-function relationships. *Prerequisites: BIOL 242, 342; CHEM 142. (Two lecture periods per week.) (3)*

**BIOL 422L. HISTOLOGY LABORATORY.** Laboratory work includes a microscopic study of various types of tissues, and demonstrations of certain histological techniques used in the making of prepared slides. *Prerequisites: BIOL 242, 342; CHEM 142. (One four-hour lab period per week.) (1) Laboratory Fee: \$30.00 required.*

**BIOL 430. EPIDEMIOLOGY AND BIOSTATISTICS:** This course involves the study of the occurrence of disease and seeks to assess factors relating to the individual, his environment and his lifestyle with the aim of establishing the causes of disease. Epidemiological data are evaluated by biostatistical techniques. This evaluation seeks to address precision, systematic error, influences of other factors as well as interaction of risk factors on the validity of the epidemiological study. *Prerequisites: Calculus I, Chem 142 and 2 semesters of Biology. (3) Fall or Spring.*

**BIOL 432. ENVIRONMENTAL TOXICOLOGY:** A study of the sources of a variety of toxicants, their transport, degradation, and bioaccumulation in the environment, and their effects on humans. *Prerequisites: Chem 341 and 344, Principles of Biology II, and Cell Biology. (Three one-hour lectures per week) (3) Spring*

**BIOL 432L. ENVIRONMENTAL TOXICOLOGY LAB:** Laboratory emphasis will be placed on methods used to determine the toxicity of environmental toxicants on humans. *Prerequisites: Chem 341 and 344, Principles of Biology II, and Cell Biology. (1) Spring. Lab. Fee \$30.00*

**BIOL 442. GENETICS.** Introductory study of heredity in plants and animals, including man, and the concomitant biological and sociological problems. Lectures involve heredity, evolution, eugenics, and the sociological aspects of inheritance. *Prerequisites: BIOL 141, 142, 242; AND MATH 131 AND 132. (Two lectures weekly). (3) Spring.*

**BIOL 442L. GENETICS LABORATORY.** Laboratory work involves a study of some of the aspects of heredity in *Drosophila* and selected plants. *Prerequisites: BIOL 141, 142, 242; AND MATH 131 AND 132. (Two two-hour laboratory periods a week). (1) Spring. Laboratory Fee: \$30.00 and lab jacket required.*



## DEPARTMENT OF CHEMISTRY AND INDUSTRIAL HYGIENE

### Mission

The Department of Chemistry and Industrial Hygiene offers a comprehensive major in programs for the education of students seeking to become chemists or industrial hygiene and safety professionals. Further, those students seeking professions in pharmacy and environmental sciences can pursue course work in tracks in pharmacy and environmental sciences. Instruction is provided both for those wishing to enter the profession upon completion of the baccalaureate degree and those wishing to pursue an advanced degree. Support is provided for those whose majors are in another department within the division: mathematics; biology; and allied health. In addition, because the College mission is to assist students to become knowledgeable, capable, creative, and responsible citizens, the department offers physical science course work for those non-science majors seeking a fundamental level of scientific literacy.

Cooperative education, internships and occasional work-learning experiences calculated to demonstrate a positive connection between career development and liberal learning are available in the Department of Chemistry and Industrial Hygiene.

### Objectives

- (1) To provide students with comprehensive course work in chemistry and industrial hygiene leading to the baccalaureate degree;
- (2) To provide students with a strong foundation in chemistry and industrial hygiene in preparation for graduate study;
- (3) To provide students with a theoretical as well as a practical learning experience;
- (4) To provide students with actual working experiences through participation in professional internship programs, community outreach programs, and field trips; and
- (5) To provide students with course work necessary for them to pursue careers in pharmacy and environmental sciences.

### B. S. DEGREE IN CHEMISTRY

#### Major Course Requirements

<u>Course</u>	<u>Number</u>	<u>Descriptive Title</u>	<u>Hours</u>
CHEM	142	General Chemistry	3
CHEM	142L	General Chemistry Lab	1
CHEM	341	Organic Chemistry	3
CHEM	341L	Organic Chemistry Lab	1
CHEM	342	Organic Chemistry	3
CHEM	342L	Organic Chemistry Lab	1
CHEM	241	Analytical Chemistry	3
CHEM	241L	Analytical Chemistry Lab	1
CHEM	331	Instrumental Analysis	3
CHEM	331L	Instrumental Analysis Lab	1
CHEM	344	Biochemistry	3
CHEM	344L	Biochemistry Lab	1
CHEM	345	Biochemistry	3
CHEM	345L	Biochemistry Lab	1
CHEM	441	Physical Chemistry	3
CHEM	441L	Physical Chemistry Lab	1
CHEM	442	Physical Chemistry	3
CHEM	442L	Physical Chemistry Lab	1
CHEM	443	Senior Research	3
CHEM	444	Inorganic Chemistry	3
CHEM	444L	Inorganic Chemistry Lab	1
<b>Total Hours</b>			<b>43</b>

Additional required science and mathematics courses to complete the B. S. degree in Chemistry:

<u>Course</u>	<u>Number</u>	<u>Descriptive Title</u>	<u>Hours</u>
BIOL	134	Principles of Biology II	3
BIOL	134 L	Principles of Biology II Lab	1
BIOL	401	Introduction to Research	3
CIS	240	Microcomputer Applications I	3
BIOL	231	Anal. Geo. & Calculus I	4
MATH	232	Calculus II	4
MATH	433	Probability & Statistics	3
PHYS	241	General Physics	3
PHYS	241L	General Physics Lab	1
PHYS	242	General Physics	3
PHYS	242L	General Physics Lab	1
<b>Total</b>			<b>29</b>

**NOTES:** Students must earn a grade of "C" or better in all major courses needed to complete the degree.

All sequential courses must be taken in sequence. You cannot enroll in a second semester sequence without having already completed its first part.

#### **TOTAL HOURS NEEDED TO GRADUATE WITH A MAJOR IN CHEMISTRY**

<b>Total General Education Requirements</b>	<b>55</b>
<b>Total Major Requirements</b>	<b>43</b>
<b>Total Additional Course Requirements</b>	<b>29</b>
<b>Total</b>	<b>127</b>

#### **B. S. DEGREE IN CHEMISTRY (PHARMACY TRACK)**

##### **Major Course Requirements**

<u>Course</u>	<u>Number</u>	<u>Descriptive Title</u>	<u>Hours</u>
CHEM	142	General Chemistry	3
CHEM	142L	General Chemistry Lab	1
CHEM	241	Organic Chemistry	3
CHEM	241L	Organic Chemistry Lab	1
CHEM	242	Organic Chemistry	3
CHEM	242L	Organic Chemistry Lab	1
CHEM	341	Analytical Chemistry	3
CHEM	341L	Analytical Chemistry Lab	1
CHEM	331	Instrumental Analysis	3
CHEM	331L	Instrumental Analysis Lab	1
CHEM	344	Biochemistry	3
CHEM	344L	Biochemistry Lab	1
CHEM	443	Senior Research	3
CHEM	400	Survey of Pharmacology	3
CHEM	200	Pharmacy School Entrance Exam	1
CHEM	401	Introduction to Drug Design	3
<b>Total</b>			<b>34</b>

Additional required science and mathematics courses to complete the B. S. degree in Chemistry Pharmacy Track

<u>Course</u>	<u>Number</u>	<u>Descriptive Title</u>	<u>Hours</u>
BIOL	134	Principles of Biology II	3
BIOL	134L	Principles of Biology II Lab	1
BIOL	141	General Zoology	3
BIOL	141L	General Zoology Lab	1
BIOL	342	General Physiology	3
BIOL	342L	General Physiology Lab	1
BIOL	441	Bacteriology	3

BIOL	441L	Bacteriology Lab	1
BIOL	442	Genetics	3
BIOL	442L	Genetics	1
CIS	240	Microcomputer Applications I	3
MATH	231	Anal. Geo. & Calculus I	4
MATH	232	Calculus II	4
PHYS	241	General Physics	3
PHYS	241L	General Physics Lab	1
PHYS	242	General Physics	3
PHYS	242L	General Physics Lab	1
<b>Total</b>			<b>39</b>

**TOTAL HOURS NEEDED TO GRADUATE WITH A MAJOR IN CHEMISTRY (PHARMACY TRACK)**

<b>Total General Education Requirements</b>	<b>55</b>
<b>Total Major Requirements</b>	<b>34</b>
<b>Total Additional Course Requirements</b>	<b>39</b>
<b>Total</b>	<b>128</b>

**B. S. DEGREE IN CHEMISTRY  
(ENVIRONMENTAL TRACK)**

**Major Course Requirements**

<u>Course</u>	<u>Number</u>	<u>Descriptive Title</u>	<u>Hours</u>
CHEM	142	General Chemistry	3
CHEM	142L	General Chemistry Lab	1
CHEM	341	Organic Chemistry	3
CHEM	341L	Organic Chemistry Lab	1
CHEM	342	Organic Chemistry	3
CHEM	342L	Organic Chemistry Lab	1
CHEM	241	Analytical Chemistry	3
CHEM	242	Analytical Chemistry Lab	1
CHEM	344	Biochemistry	3
CHEM	344L	Biochemistry Lab	1
CHEM	443	Senior Research	3
BIOL	142	General Botany	3
BIOL	142L	General Botany Lab	1
BIOL	201	General Ecology	3
BIOL	201L	General Ecology Lab	1
CHEM	300	Environmental Chemistry	3
IHS	100	Environmental Health	3
BIOL	430	Epidemiology & Biostatistics	3
<b>Total</b>			<b>40</b>

Additional required science and mathematics courses to complete the B. S. degree in Chemistry  
Environmental Track

<u>Course</u>	<u>Number</u>	<u>Descriptive Title</u>	<u>Hours</u>
BIOL	134	Principles of Biology II	3
BIOL	134L	Principles of Biology II Lab	1
BIOL	141	General Zoology	3
BIOL	141L	General Zoology Lab	1
BIOL	441	Bacteriology	3
BIOL	441L	Bacteriology Lab	1
CIS	240	Microcomputer Applications I	3
MATH	231	Anal. Geo. & Calculus I	4
MATH	232	Calculus II	4
PHYS	241	General Physics	3
PHYS	241L	General Physics Lab	1
PHYS	242	General Physics	3

PHYS	242L	General Physics Lab	1
		<b>Total</b>	<b>31</b>
<b>Total General Education Requirements</b>			<b>55</b>
<b>Total Major Requirements</b>			<b>40</b>
<b>Total Additional Course Requirements</b>			<b>31</b>
<b>Total</b>			<b>126</b>

## B. S. DEGREE IN INDUSTRIAL HYGIENE AND SAFETY

### MAJOR COURSE REQUIREMENTS

<u>Course Number</u>	<u>Descriptive Title</u>	<u>Hours</u>
IHS 231	Introduction To Occupational Safety	3
IHS 241	Fundamentals Of Industrial Hygiene	3
IHS 242	Legal Aspects Of Occupational Safety And Health	2
IHS 250	Industrial Hygiene Measurements Laboratory	4
IHS 321	Industrial Hygiene And Safety Seminar	1
IHS 323	Industrial Hygiene Toxicology	3
IHS 331	Quantitative Industrial Hygiene	2
IHS 341	Professional Internship	4
IHS 444	Control Methods In Industrial Hygiene	2
IHS 444I	Control Methods Laboratory	1
IHS 460	Senior Research	2
	<b>Total</b>	<b>27</b>

Additional required courses to complete the B. S. degree in Industrial Hygiene and Safety

<u>Course Number</u>	<u>Descriptive Title</u>	<u>Hours</u>
CIS 240	Microcomputer Software Applications I	3
BIOL 342	General Physiology	3
BIOL 342L	General Physiology Laboratory	1
BUS 252	Principles Of Management	3
CHEM 142	General Chemistry	3
CHEM 142L	General Chemistry Laboratory	1
CHEM 241	Quantitative Analytical Chemistry	3
CHEM 241L	Quantitative Analytical Chemistry Laboratory	1
CHEM 341	Organic Chemistry	3
CHEM 341L	Organic Chemistry Laboratory	1
CHEM 342	Organic Chemistry	3
CHEM 342L	Organic Chemistry Laboratory	1
MATH 231	Analytical Geometry and Calculus	4
MATH 232	Calculus II	4
MATH 433	Introduction to Probability and Statistics	3
PHYS 241	General Physics	3
PHYS 241L	General Physics Laboratory	1
PHYS 242	General Physics	3
PHYS 242L	General Physics Laboratory	1
	<b>Total</b>	<b>45</b>

<b>Total General Education Requirements</b>	<b>55</b>
<b>Total Major Requirements</b>	<b>27</b>
<b>Total Additional Course Requirements</b>	<b>45</b>
<b>Total</b>	<b>127</b>

### Special Requirements

All students enrolled in chemistry and industrial hygiene and safety courses are required to bring OSHA approved eye goggles and laboratory aprons or jackets to each laboratory class. A fee is required for each laboratory course and students are billed for breakage of any laboratory equipment.



## COURSE DESCRIPTIONS

### CHEMISTRY

**CHEM 131. FUNDAMENTALS OF PHYSICAL SCIENCE.** Principles and topics are selected from the fields of chemistry, geology, physics, astronomy, and meteorology. Subject matter includes such topics as our solar system, energy relationships in our universe, the changing earth, atoms, molecules, chemical reactions, causes and effects of weather changes, etc. Three one-hour lectures and one two hour laboratory per week. (3) *Fall or Spring*. Laboratory Fee: \$30.00.

**CHEM 141. GENERAL CHEMISTRY.** An elementary presentation and treatment of fundamental principles of chemistry based upon a study of the physical and chemical properties of the elements. Three hours lecture a week. (3) *Fall or Spring*.

**CHEM 141L. GENERAL CHEMISTRY LAB.** A weekly three hour laboratory course, including titrations, inorganic synthesis, qualitative analysis, gas laws, and calorimetric measurements. (1) *Fall or Spring*. Laboratory Fee: \$30.00.

**CHEM 142. GENERAL CHEMISTRY.** A continuation of CHEM 141. Topics include solution chemistry, chemical kinetics electrochemisrty, radioactivity and introduction to organic chemistry. Three hours lecture a week. (3) *Fall or Spring*.

**CHEM 142L. GENERAL CHEMISTRY LAB.** A continuation of CHEM 141L with an emphasis on electrochemical and spectroscopic measurements. (1) *Fall or Spring*. Laboratory Fee: \$30.00.

**CHEM 200. PHARMACY ENTRANCE EXAM PREP.** This course will involve students utilizing advanced computer technology accessing tutorial databases, CD-ROM's and other computer aided instructions to assist students in preparing for the pharmacy entrance exam. One hour per week. (1) *Fall or Spring*. Laboratory Fee: \$30.00 .

**CHEM 241. ANALYTICAL CHEMISTRY.** This course introduces theoretical principles and applications of gravimetric and volumetric methods as well as statistical interpretation of analytical data. Modern analytical methods, spectroscopy, and chromatography are emphasized. Three hours lecture a week. *Prerequisites: CHEM 142; MATH 132.* (3) *Fall or Spring*.

**CHEM 241L. ANALYTICAL CHEMISTRY LAB.** A weekly four hour laboratory with emphasis on volumetric and gravimetric analysis. (1) *Fall*. Laboratory Fee: \$30.00 .

**CHEM 242. ANALYTICAL CHEMISTRY.** . The theory of separation methods including zone melting, ion exchange, extraction, dialysis, sequestering agents and the statistical treatment of data. Three hours lecture a week. *Prerequisites: CHEM 142; MATH 132.* (3) *Fall or Spring*.

**CHEM 242L. ANALYTICAL CHEMISTRY LAB.** A continuation of CHEM 241L with experimentation in chemical equilibrium, quantitative chemical measurements and the detection of chemical species utilizing spectroscopic techniques. (1) *Spring*. Laboratory Fee: \$30.00 .

**CHEM 300 ENVIRONMENTAL CHEMISTRY.** The application of modern chemical principles to the chemical and physical interactions among the hydrosphere, lithosphere, atmosphere and biosphere. Also discussed are the more recent topics in the areas of pollution, energy and waste control. Three one hour lectures per week. (3) *Spring and Fall*.

**CHEM 331. INSTRUMENTAL ANALYSIS.** This is a one-semester course for biology and chemistry majors who wish to supplement their regular course training in the use of instruments with additional instrument training. Methods of analysis will be selected from: electrolytic, conductometric, potentiometric, polarographic, electrophoretic, coulometric, calorimetric, turbidimetric, polarimetric, fluorametric, spectrophotometric, spectrography, refractometric, etc. Three hours lecture per week. (3) *Fall or Spring*.

**CHEM 331L. INSTRUMENTAL ANALYSIS LABORATORY.** This course will include the purification and characterization of selected organic compounds as unknown, by spectrometric methods (IR, UV/Vis & NMR), column chromatography, gas chromatography, HPLC and by experimental functional group determination. *Prerequisite: CHEM 341, 342.* Four hour laboratory per week. (1) *Fall or Spring*. Laboratory Fee: 30.00.

**CHEM 341. ORGANIC CHEMISTRY.** The chemistry of the aliphatic and aromatic compounds of carbon, with emphasis on relationships between the various classes, properties, structure, reactions and methods of synthesis. Three hours lecture a week. *Prerequisite: CHEM 142.* (3) *Fall or Spring*.

**CHEM 341L. ORGANIC CHEMISTRY LAB.** A weekly four hour laboratory in which basic laboratory procedures, techniques, including some instrumentation, are used. (1) *Fall or Spring* Laboratory Fee: \$30.00.

**CHEM 342. ORGANIC CHEMISTRY.** The chemistry of compounds of carbon, with emphasis on the synthesis of natural products, spectroscopy, stereochemistry and reaction mechanisms. Some attention will also be given to special topics of current interest. Three hours lecture a week. *Prerequisite: CHEM 142. (3) Fall or Spring.*

**CHEM 342L. ORGANIC CHEMISTRY LAB.** A weekly four laboratory in which students will synthesize, purify and utilize spectroscopic techniques to identify the compounds. (1) *Fall or Spring. Laboratory Fee: \$30.00.*

**CHEM 344. BIOCHEMISTRY.** A study of the biochemistry of proteins, acid-base balance, carbohydrates, lipids, nucleic acids, enzymes and physicochemical principles and techniques used in their study. Three one hour lectures weekly. (3) *Fall or Spring.*

**CHEM 344L. BIOCHEMISTRY LAB.** A weekly four hour laboratory involving experimentation with biochemical systems, processes and compounds of biochemical importance. (1) *Fall or Spring. Laboratory Fee: \$30.00.*

**CHEM 345. BIOCHEMISTRY** This course will include the chemistry of protein synthesis, blood, respiration, metabolism, hormones, energy metabolism and nutrition. Three one hour lectures a week. (3) *Fall or Spring.*

**CHEM 345L. BIOCHEMISTRY LAB.** A weekly four hour laboratory including illustrations of the major metabolic pathways and the enzyme reactions involved in the pathways in various types of organisms. (1) *Fall or Spring. Laboratory Fee: \$30.00*

**CHEM 400. SURVEY OF PHARMACOLOGY.** This course will provide students with an overview of the area of pharmacology. It will include special topics and seminar speakers on current issues. (3) *Fall or Spring.*

**CHEM 401. INTRODUCTION TO DRUG DESIGN.** This course will introduce students to the process and methods used in the design of pharmaceutical drugs for the treatment of diseases, including details of antigen - antibody reactions, energy minimization, enzyme kinetics, toxicity and chemical degradation. Three one hour lectures. (3) *Spring*

**CHEM 421. CHEMISTRY SEMINAR.** A course available to all majors in biology, chemistry, and mathematics during any semester of the junior and senior years. Each student, with the approval of staff, chooses two or more topics in his/her field to be discussed with the group during each semester. *Two hours per week. (2) Fall.*

**CHEM 431. SENIOR RESEARCH.** In this course, students will be involved with research in the areas of molecular cell biology, chemistry, and/or one semester selected laboratory experiments in biochemical methods. The overall training should lead to research, culminating in a comprehensive report. *Unlimited laboratory hours. (3) Fall or Spring Laboratory Fee: \$30.00.*

**CHEM 441. ELEMENTARY PHYSICAL CHEMISTRY.** An elementary study of the laws of thermodynamics and their application to thermochemistry and chemical equilibria and a study of the properties of gases, solids and liquids. Three hours lecture a week. *Prerequisites: CHEM 142, 342; MATH 332; and PHYS 242, 242. (3) Fall or Spring.*

**CHEM 441L. ELEMENTARY PHYSICAL CHEMISTRY LAB.** An introduction to the principles and application of quantitative techniques in physical chemical measurements. (1) *Fall or Spring. Laboratory Fee: \$30.00.*

**CHEM 442. ELEMENTARY PHYSICAL CHEMISTRY.** A continuation of CHEM 441. Topics include reaction kinetics, theoretical aspects of quantum mechanics and spectroscopy. Three hours lecture a week. *Prerequisites: CHEM 142, 342; MATH 332; and PHYS 242, 242. (4) Fall or Spring.*

**CHEM 442L. ELEMENTARY PHYSICAL CHEMISTRY LAB.** A continuation of CHEM 441L. Advanced quantitative techniques necessary in physical chemical measurements. One four hour laboratory. (1) *Spring. Laboratory Fee: \$30.00*

**CHEM 444. INORGANIC CHEMISTRY.** This will be a course in theoretical inorganic chemistry designed to strengthen the students' background and understanding of the basic principles and concepts of inorganic chemistry. Course material will include chemical bonding interpretations, using crystal field theory and ligand field theory, as well as modern theories of atomic and molecular structures. Three one hour lectures per week. (3) *Spring.*

**CHEM 444L. INORGANIC CHEMISTRY LAB.** Students will engage in experimentation and synthesis of coordination compounds, kinetics, equilibrium and utilize spectroscopic techniques to investigate their properties. One three hour laboratory per week. (1) *Spring Laboratory Fee: \$30.00.*

**CHEM 445. ADVANCED INORGANIC CHEMISTRY.** In this course students will study the practice and principles of both the synthesis and characterization of inorganic compounds, organometallic compounds, coordination chemistry, symmetry, and chemical applications of group theory. (3) *Fall or Spring.*

### **INDUSTRIAL HYGIENE AND SAFETY**

**IHS 100. ENVIRONMENTAL HEALTH.** An introductory survey of air, water, and soil pollution and their adverse impact on human health. The evolution of environmental health practices will be reviewed. Vectors causing disease and their control will be covered, as will the administration of environmental health programs. 3 *credit hours. 3 hours of lecture per week.*

**IHS 150. LABORATORY SAFETY.** Providing a safe laboratory workplace while protecting the local community and environment and complying with regulatory requirements is the goal of this course. Whether one is in the biology, chemistry, physics, art or computer laboratory, the student will investigate how to design and implement a safety program for that environment. The OSHA Hazard Communication Standard, Laboratory Safety Standard, and Bloodborne Pathogen Standard; the design and implementation of a chemical hygiene plan; hazard evaluation and identification; biosafety; radiation; controlled substance management; waste management; engineering controls; protective equipment; and emergency response will be discussed. 1 hour of lecture per week. 1 *credit hour.*

**IHS 231. INTRODUCTION TO OCCUPATIONAL SAFETY.** A general survey of occupational safety, including: historical perspectives, the Occupational Safety and Health Act, OSHA policies, safety and health inspections, recognizing accident potential, designing and implementing a safety program, standards and codes, machine guarding, lockout/tagout, accident investigation, fire protection, emergency planning, contractor safety, and job hazard analysis. 3 hours of lecture per week. 3 *credit hours.*

**IHS 241. FUNDAMENTALS OF INDUSTRIAL HYGIENE.** An introduction to the anticipation, recognition, evaluation and control of workplace stressors. Topics covered include: the historical development of the field of industrial hygiene; a review of anatomy and physiology, hazards of exposure to solvents, particulates, noise, radiation, temperature; industrial hygiene sampling and analysis; using administrative and engineering controls and personal protective equipment to minimize exposure. Laboratory exercises are sequenced to lecture topics. 3 hours of lecture and 3 hours of laboratory per week. 4 *credit hours. Prerequisites: MATH 130; CHEM 141, 141L. Laboratory fee \$30.00.*

**IHS 242. LEGAL ASPECTS OF OCCUPATIONAL SAFETY AND HEALTH.** An introduction to occupational safety and health regulations and standards including historical perspectives, the court system, the Constitution, tort, and contract law with application to the study of the Occupational Safety and Health Act of 1970. 2 hours of lecture per week. *Prerequisites: IHS 231, 241 or concurrence.*

**IHS 251. ACCIDENT INVESTIGATION.** Accidents are unplanned, unwanted, undesired events resulting in physical harm and/or property damage. Topics for discussion include: how accidents or incidents arise; roles and responsibilities of the accident investigation team; the investigation planning process; accident response actions; the human factor; the tools for accident investigators; the use of photography; records examination and review; and applications of accident investigation to system safety. 2 hours of lecture per week. 2 *credit hours. Prerequisite: IHS 231.*

**IHS 250. INDUSTRIAL HYGIENE MEASUREMENTS LABORATORY.** A laboratory course focusing on the application of sampling and analysis techniques to the workplace environment. Laboratory exercises include: sampler calibration methodologies; preparation of calibration standards; measurement techniques for thermal stress, radiation, noise, and illumination; calibration and use of the optical microscope; and design and implementation of an industrial hygiene survey. 4 hours of laboratory per week. 4 *credit hours. Lab Fee \$30.00.*

**IHS 321. INDUSTRIAL HYGIENE AND SAFETY SEMINAR.** Formal discussion of selected industrial hygiene topics by faculty, guest lecturers, and students. A variety of presentations, including discussion, debate, and multimedia formats will be utilized. 1 *credit hour. Prerequisites: IHS 231, 241, 242, 323, 331.*



**IHS 323. INDUSTRIAL HYGIENE TOXICOLOGY.** This course focuses on the effects of exposure of the worker to toxic chemicals used in the workplace. Pathways of entry into the body, the dose-response relationship, acute and chronic effects of exposure, biotransformation mechanisms, neoplasms and congenital malformations, the bases of workplace standards, ACGIH threshold limit values and biological standards will be discussed. 3 hours of lecture per week. *3 credit hours. Prerequisites: IHS 241; CHEM 341.*

**IHS 331. QUANTITATIVE INDUSTRIAL HYGIENE.** This course introduces calculation methods used in industrial hygiene and covers dimensional analysis, the SI system, behavior of gases and vapors, the concentration of particulates, gases and vapors in air, preparation of gas and vapor standards, the lognormal distribution, and the use of models in industrial hygiene. A scientific calculator with statistical functions is required. 2 hours of lecture per week. *2 credit hours. Prerequisites: IHS 241; CHEM 142, 241; PHYS 241, MATH 231.*

**IHS 341. PROFESSIONAL INTERNSHIP.** An introductory work experience conducted under the auspices of the Industrial Hygiene and Safety Training Program specific to industrial hygiene and safety is provided to the student by an assigned employer. Each student intern must prepare a technical report summarizing the work experience and prepare and present a seminar. An evaluation report will be completed by the employer. *4 credit hours. Prerequisites: CHEM 341, 342; IHS 241, 242, 331, 423.*

**IHS 444. CONTROL METHODS IN INDUSTRIAL HYGIENE.** This course focuses on techniques for the minimization or elimination of worker exposure to toxic materials. Substitution, isolation, and administrative controls will be discussed. Emphasis will be placed on ventilation and personal protective equipment. 2 hours of lecture per week. *2 credit hours. prerequisites: IHS 241, 331; 231.*

**IHS 444L. CONTROL METHODS LABORATORY.** Measurement techniques for the minimization or elimination of worker exposure to toxic materials. Emphasis will be placed on ventilation evaluation and the design, implementation, and assessment of a program for the management of personal protective equipment. 3 hours of laboratory per week. *1 credit hour. Prerequisites: IHS 241, 331; MATH 231. Lab Fee \$30.00.*

**IHS 450. INDOOR AIR QUALITY .** This course provides a practical understanding of the decision, logic and evaluative approaches for the investigation of indoor air quality building problems. Topics to be included are: historical overview; building-related illness (BRI) and sick-building syndrome (SBS); common etiologic agents for BRI and SBS; physical, biological, and psychological factors; heating, ventilating, and air-conditioning systems (HVAC); bioaerosols; building investigation procedures. 2 hours of LECTURE and 2 hours of laboratory per week. *3 credit hours. Prerequisites: IHS 241, 444, 444L; BIOL 131. Lab Fee \$30.00.*

**IHS 455. INTRODUCTION TO AIR POLLUTION.** This course is an introduction to air pollution problems, with historical perspectives, the chemistry and meteorology of air pollution and polluted atmospheres, air pollution as it affects health and welfare, control technologies, and regulations and the regulatory process. 3 hours of lecture per week. *3 credit hours. Prerequisites: IHS 241, 242; CHEM 341; MATH 231.*

**IHS 460. SENIOR RESEARCH.** The design and conduct of an original study, preparation of a written report, and presentation of a seminar on a faculty-approved topic in industrial hygiene and safety. The research proposal and literature search can be prepared for credit through enrollment in BIOL 401, *2 credit hours. Prerequisites: IHS 231, 241, 242, 322, 331, 423; CIS 240; CHEM 241, 341, 342; PHYS 241; MATH 232, 433. Lab Fee \$30.00.*

## DEPARTMENT OF MATHEMATICS

### MISSION

The Department of Mathematics offers degrees in Mathematics and Industrial Mathematics. Students may also pursue Engineering degrees through a dual degree program with North Carolina State University, after satisfying their admission requirements. Applied math-related degrees are in great demand now and will offer even more opportunities in the twenty-first century. The department is introducing curriculum changes that would offer minors in Biology, Chemistry, Computer Science, Industrial Hygiene & Safety, and Computer Information Systems. Research and seminar courses have been introduced to offer challenging real life experiences. The department has also acquired new computers, which are open to students to complete their assignments and research. Students may access information via the Internet on the world wide web on careers and related matters. The department is committed to working with students and training them to meet the exciting challenges of the twenty first century. A dedicated student can look forward to a bright future.



**OBJECTIVES:**

1. To develop quantitative, analytical and problem-solving skills;
2. To develop mathematical proficiency for pursuing graduate work in chosen areas of advanced study;
3. To develop mathematical proficiency necessary to enhance future career performance;
4. To prepare students for entry level jobs in industry;
5. To prepare students for research experiences in mathematics; and
6. To prepare students in pre-engineering to successfully obtain a bachelor's degree in engineering and/or a master's degree in engineering from N. C. State University and other dual degree programs.

**B. S. DEGREE IN MATHEMATICS****General Education Course Requirements**

<u>Course</u>	<u>Number</u>	<u>Descriptive Title</u>	<u>Hours</u>
PE	101	Wellness	1
PE	104	Physical Education 104-115	1
EDUCA	112	Foundations of Learning	3
COMM	201	Communication Skills	3
ENGL	131	Writing Across the Curriculum	3
ENGL	132	Writing Across the Curriculum	3
FL	131	Spanish, French, or German	3
FL	132	Spanish, French, or German	3
MATH	131	College Algebra	3
MATH	133	Trigonometry	3
HIST	133	World Civilization	3
SOC	132	Introduction to Sociology	3
BIOL	133	Principles of Biology	3
BIOL	133L	Principles of Biology Lab	1
PHYS	241	Gen. Physics I	3
PHYS	241L	Gen. Physics I Lab	1
LIS	221	Interdisciplinary Perspectives	3
PSYCH	232	Gen. Psychology	3
PHIL	432	Ethics	3
OMS	460	Technical Writing	3
<b>Total</b>			<b>52</b>

**Major Course Requirements**

<u>Course</u>	<u>Number</u>	<u>Descriptive Title</u>	<u>Hours</u>
MATH	174	Discrete Mathematics	3
MATH	220	Introduction To Pascal	3
MATH	230	Introduction To Logic	3
MATH	231	Calculus I	4
MATH	232	Calculus II	4
MATH	312	Data Structures	3
MATH	331	Calculus III	4
MATH	332	Intro. To Analysis	3
MATH	334	Modern Algebra	3
MATH	335	Modern Geometry	3
MATH	337	Linear Algebra	3
MATH	338	Differential Equations	3
MATH	433	Probability & Statistics	3
MATH	435	Statistical Inference	3

MATH	425	Math Seminar	2
MATH	495	Senior Math Research I	3
MATH	496	Senior Math Research II	3
MATH		Electives	3
		<b>TOTAL</b>	<b>56</b>

Additional required courses to complete the B. S. degree in mathematics.

<u>Course</u>	<u>Number</u>	<u>Descriptive Title</u>	<u>Hours</u>
CHEM	141	Gen. Chemistry I	3
CHEM	141L	Gen. Chemistry I Lab	1
CHEM	142	Gen. Chemistry II	3
CHEM	142L	Gen. Chemistry II Lab	1
PHYS	242	Gen. Physics II	3
PHYS	242L	Gen. Physics II Lab	1
CIS	240	Microcomputer Software Application I	3
CIS	305	Programming in C	3
<b>TOTAL</b>			<b>18</b>

<b>Total General Education Requirements</b>	<b>52</b>
<b>Total Major Requirements</b>	<b>56</b>
<b>Total Additional Course Requirements</b>	<b>18</b>
<b>Total</b>	<b>126</b>

## B. S. DEGREE IN INDUSTRIAL MATHEMATICS

### GENERAL EDUCATION REQUIREMENTS

<u>Course</u>	<u>Number</u>	<u>Descriptive Title</u>	<u>Hours</u>
PE	101	Wellness	1
PE	104	Physical Education 104-115	1
EDUCA	112	Foundations of Learning	3
COMM	201	Communication Skills	3
ENGL	131	Writing Across the Curriculum	3
ENGL	132	Writing Across the Curriculum	3
FL	131	Spanish, French, or German	3
FL	132	Spanish, French, or German	3
LIS	221	Interdisciplinary Perspectives	3
MATH	231	Calculus I	4
MATH	232	Calculus II	4
HIST	133	World Civilization	3
BUS	235	Principles of Economics I	3
BUS	236	Principles of Economics II	3
BIOL	133	Principles of Biology	3
BIOL	133L	Principles of Biology Lab	1
CHEM	141	Gen. Chemistry I	3
CHEM	141L	Gen. Chemistry I Lab	1
PHIL	431 or 432	Origin of Beliefs or Ethics	3
OMS	460	Technical Writing	3
		<b>Total</b>	<b>54</b>

### Major Course Requirements

<u>Course</u>	<u>Number</u>	<u>Descriptive Title</u>	<u>Hours</u>
MATH	201	Introduction to Statistics	3
MATH	220	Introduction to Pascal	3
MATH	331	Calculus III	3

MATH 332	Intro. to Analysis	3
MATH 334	Modern Algebra	3
MATH 335	Modern Geometry	3
MATH 337	Linear Algebra	3
MATH 338	Differential Equations	3
MATH 433	Probability & Statistics	3
MATH 435	Statistical Inference	3
MATH 495	Senior Math Research I	3
MATH 496	Senior Math Research II	3
	<b>TOTAL</b>	<b>37</b>

Additional required courses to complete the B. S. degree in Industrial Mathematics

<u>Course</u>	<u>Number</u>	<u>Descriptive Title</u>	<u>Hours</u>
CHEM	142	Gen. Chemistry II	3
CHEM	142L	Gen. Chemistry II Lab	1
PHYS	241	Gen. Physics I	3
PHYS	241L	Gen. Physics I Lab	1
PHYS	242	Gen. Physics II	3
PHYS	242L	Gen. Physics II Lab	1
CIS	240	Microcomputer Software Application	3
BUS	231	Accounting I	3
BUS	232	Accounting II	3
		Electives	14
		<b>TOTAL</b>	<b>35</b>

<b>Total General Education Requirements</b>	<b>54</b>
<b>Total Major Requirements</b>	<b>37</b>
<b>Total Additional Course Requirements</b>	<b>35</b>
<b>Total</b>	<b>126</b>

## DUAL DEGREE ENGINEERING

### General Education Requirements

<u>Course</u>	<u>Number</u>	<u>Descriptive Title</u>	<u>Hours</u>
PE	101	Wellness	1
PE	104	Physical Education (104-115)	1
EDUCA	112	Foundations of Learning	3
ENGL	131	WAC	3
ENGL	132	WAC	3
FL	131	Span., Fren., or Germ.	3
FL	132	Span., Fren., or Germ.	3
COMM	201	Communication Skills	3
LIS	221	Interdisciplinary Perspective	3
MATH	231	Calculus I	4
MATH	232	Calculus II	4
HIST	133	World Civilization I	3
BIOL	133	Principles of Biology I	3
BIOL	133L	Prin. of Biol Lab. I	1
CHEM	141	Gen. Chemistry I	3
CHEM	141L	Gen. Chemistry I Lab	1
PHYS	243	Gen. Physics I	3
PHYS	243L	Gen. Physics I Lab	1
PHYS	244	Gen. Physics II	3
PHYS	244L	Gen. Physics II Lab	1
PSYCH	232	General Psychology	3
SOC	132	Intro. to Sociology	3
PHIL	431	Origins of Beliefs or Ethics (432)	3

OMS	460	Technical Writing	3
		<b>Total</b>	<b>62</b>

#### MAJOR REQUIREMENTS

<u>Course Number</u>	<u>Descriptive Title</u>	<u>Hours</u>
CHEM 142	Gen. Chemistry II	3
CHEM 142L	Gen. Chemistry II Lab	1
CIS 305	Programming in C	3
MATH 331	Calculus III	4
MATH 338	Differential Equations	3
MATH 433	Prob. & Stats	3
ENGR 101	Introduction to Engineering	1
ENGR 121	Engineering Graphics I	2
ENGR 195	Engineering Seminar	1
ENGR 301	Introduction to Environmental Engr.	3
CIS 240	Microcomputer Software Application I	3
	<b>Total</b>	<b>27</b>
<b>GRAND TOTAL at SAINT AUGUSTINE'S</b>		<b>89</b>

#### PROFESSIONAL CORE REQUIREMENTS (NCSU)

CIVIL ENG	54
ELEC ENG	66
CHEM ENG	62
MECH ENG	65

#### COURSE DESCRIPTIONS

##### MATHEMATICS COURSES

**MATH 129. GENERAL MATHEMATICS.** Operations on whole numbers, fractions and decimals, ratios and proportions, signed numbers, and introduction to algebra. (3) *Fall and Spring.*

**MATH 130. INTERMEDIATE ALGEBRA.** Operations involving fractions, decimals, percents, and signed numbers, equations and inequalities, exponents and radicals, operations with polynomials, factoring, rational expressions, applications. (3) *Fall and Spring.*

**MATH 131. COLLEGE ALGEBRA.** Sets functions, graphs, equations, inequalities, exponents, logarithms, progressions, binomial theorem, permutation and combinations, systems of linear equations, matrices and determinants, and mathematical induction. (3) *Fall and Spring.*

**MATH 132. FINITE MATHEMATICS.** Recommended for Business and Social Science majors. Probability, elementary statistics, linear programming and use of graphing calculator. *Prerequisite: MATH 131.* (3)

**MATH 133. TRIGONOMETRY.** Angles, right triangles, trigonometric functions, graphs, identities, and trigonometric equations. *Prerequisite: MATH 131.* (3) *Fall and Spring.*

**MATH 135. MATHEMATICAL SKILLS.** Review of skills necessary to teach mathematics at all levels. This course is required for all mathematics and teacher certification majors. (NC) *Fall or Spring.*

**MATH 174. DISCRETE MATHEMATICS.** Binary number system, logic, truth tables, Boolean algebra, logic gates, vectors, matrices, linear equations, probability and statistics, order relations, graphs, graph theory, unstructured data types, and directed gates. *Prerequisite: MATH 131.* (3) *Spring.*



**MATH 201. INTRODUCTORY STATISTICS.** Exploratory data analysis, planning a study, probability, and statistical inference. *Prerequisite: MATH 131 or Consent of Instructor (Two lectures and one laboratory period weekly). (3) Fall or Spring.*

**MATH 220. INTRODUCTION TO PASCAL.** Structured programming techniques and Pascal. Introductory concepts, Pascal fundamentals, simple-type data, data input and output, preparing and running a complete Pascal program, control structures, procedures and functions, user-defined simple data types, arrays, records, files, sets, pointers, and lists. (3) Fall.

**MATH 230. INTRODUCTION TO LOGIC.** Premises and conclusions, deduction and induction, fallacies, propositions and inferences, symbolic logic, paradoxes and methods of deduction. (3) Spring.

**MATH 231. ANALYTIC GEOMETRY AND CALCULUS I.** Differentiation of straight lines, distances, algebraic functions, maxima and minima, related rates, transcendental functions, differential curvature, conic sections, curve tracing and applications. *Prerequisite: MATH 133. (3) Fall.*

**MATH 232. CALCULUS II.** Introduction to the indefinite integral, definite integral as a limit of a sum, centroids, moments of inertia techniques of integration and applications. *Prerequisite: MATH 231. (4) Spring.*

**MATH 233. MODERN MATHEMATICS.** Introduction to elementary logic, fundamentals of set theory, problem solving techniques, calculators and computers, introduction to algebra, and introduction to statistics. *Prerequisite: MATH 131. (3) Spring.*

**MATH 312. DATA STRUCTURES.** Basic concepts of data, linear lists, strings, arrays, and orthogonal lists. Representation of trees and graphs. Storage systems and structures, and storage allocation and collection. Searching and sorting techniques. *Prerequisite: MATH 220. (3) Fall.*

**MATH 331. CALCULUS III.** Infinite series, McLaurin series, Taylor's series, partial differentiation, multiple integral and applications. *Prerequisite: MATH 232. (4) Fall.*

**MATH 332. INTRODUCTION TO ANALYSIS.** This is designed to integrate the various branches of mathematics which the student has studied previously. The development of the real number system involves a review of modern algebra, integral calculus, and some new concepts. Other topics such as advanced limits, series, and a study of other systems extend the students' understanding of calculus. *Prerequisite: MATH 331. (3) Spring.*

**MATH 334. MODERN ALGEBRA.** Sets, relations and functions, number systems, groups, rings, fields, polynomials over a field, and linear algebra. *Prerequisite: MATH 331. (3) Fall.*

**MATH 335. MODERN GEOMETRY.** Incidence and order properties; congruence; parallelism; similarity; constructions; areas and volumes; other geometries, such as non-Euclidian geometry; projective geometry; finite geometries. *Prerequisite: MATH 331. (3) Fall.*

**MATH 337. LINEAR ALGEBRA.** Linear equations, matrices, vectors, linear transformations, determinants, operations with matrices, eigen values and applications. *Prerequisite: MATH 334. (3) Spring.*

**MATH 338. DIFFERENTIAL EQUATIONS.** Methods of solutions of ordinary differential equations, applications, solution by series. *Prerequisite: MATH 331. (3) Spring.*

**MATH 341. MATHEMATICAL MATERIALS AND METHODS.** Unit and lesson planning, construction and selection of tests, teaching strategies. This course is required of all mathematics majors who are planning to teach mathematics in high school. (3) Fall.

**MATH 425. MATHEMATICS SEMINAR.** Recommended for mathematics majors during the second semester of their senior year. Discussion of topics on the modern developments in mathematics not normally covered in the undergraduate program. Problem solving techniques, test-taking skills and critical thinking will be emphasized. *Prerequisite: Consent of the Instructor. (2) Spring.*

**MATH 433. INTRODUCTION TO THE THEORY OF PROBABILITY AND STATISTICS.** Focusing on the logical development of the framework of mathematical statistics, this course deals with discrete and continuous probability

distributions, sampling, estimation, hypothesis testing, confidence methods, regression analysis, some techniques of experimental design and non-parametric methods. *Prerequisite: MATH 232. (3) Fall.*

**MATH 435. STATISTICAL INFERENCE.** This course introduces some of the basic concepts and techniques of statistical inference that are applied to various fields; point and interval estimation of popular parameters; hypothesis testing, including the use of t, x, and F. Simple linear regression and correlation. *Prerequisite: MATH 433. (3) Spring.*

**MATH 450. SPECIAL TOPICS IN INDUSTRIAL MATHEMATICS.** Solutions of real-world problems from industry. Mathematical modeling and interpretation of results. Various models from a wide range of applications will be studied. *Prerequisite: MATH 338. (3) Fall.*

**MATH 495. SENIOR MATH RESEARCH I.** Directed introductory research principles with departmental consent. Reports required. *Prerequisite: MATH 338, (3) Fall or Spring.* Lab Fee \$30.00

**MATH 496. SENIOR MATH RESEARCH II.** Directed research project with departmental consent. Research paper required. *Prerequisite: MATH 495, (3) Fall or Spring.* Lab Fee 30.00

### PHYSICS COURSES

**PHYS 241- 242. GENERAL COLLEGE PHYSICS.** Mechanics, heat, wave motion and sound, electricity, magnetism, optics, and modern physics. Non-calculus based. *Prerequisite: MATH 133 (4) Fall or Spring.* Laboratory Fee : \$ 30.00 (each semester).

**PHYS 243. GENERAL PHYSICS.** First calculus-based course of three semester sequence implying the analytical approach in the study of classical and modern physics. Mechanics, heat and sound are covered. *Prerequisite: MATH 231. Co-requisite: MATH 232. (4) Fall.* Laboratory Fee : \$ 30.00 (each semester).

**PHYS 244. GENERAL PHYSICS.** Second course of the three semester calculus- based sequence. Light , electricity, magnetism and some aspects of modern physics are covered. *Prerequisite : PHYS 243, MATH 232. Co-requisite MATH 331. (4) Spring.* Laboratory Fee : \$ 30.00

**PHYS 245. GENERAL PHYSICS.** Third course of the three semester calculus- based sequence. Principles of wave optics and modern physics are treated in detail. *Prerequisite : PHYS 244, MATH 311, 338. (3) Fall.*

**PHYS 301. QUANTUM MECHANICS.** This is an introductory course in quantum mechanics dealing with dualism in physics, wave packets, Schrodinger equations, operators in quantum mechanics, uncertainty principle, emphasis on selected applications to atoms and molecules. *Prerequisite : PHYS 333, (3) Fall.*

**PHYS 333 MECHANICS.** A treatment on an intermediate level of the dynamics of particles, rigid bodies and fluids; vector analysis introduced. *Prerequisite: PHYS 242, MATH 331, 338 (3) Spring.*

### ENGINEERING COURSES

**ENGR 101. INTRODUCTION TO ENGINEERING.** This is an introductory course which outlines the opportunities in the engineering profession. Other topics include educational opportunities, history of engineering, and professional ethics. *(1) Fall or Spring.*

**ENGR 121. ENGINEERING GRAPHICS I.** Reviews the scope of engineering graphics, stresses logical and critical thinking, problem solving using computer graphics and conventional methods to describe shape and size of various engineering parts. Practical applications will be discussed. *Prerequisite: MATH 131 and MATH 133, (2) Fall or Spring.*

**ENGR 195. ENGINEERING SEMINAR.** This course offers lectures by specialists in the field from the academic and industrial sectors. *(1) Fall or Spring.*

**ENGR 301. INTRODUCTORY ENVIRONMENTAL ENGINEERING.** Reviews how the environment is affected by human activity. Physical, chemical, and biological processes for water and waste water treatment are discussed. Municipal, solid waste and hazardous waste management, air pollution, environmental chemistry, and microbiology topics are explored. *Prerequisite: PHYS 242, CHEM 141, 142, BIOL 141, and MATH 231, (3) Fall or Spring.*



**COURSE OFFERINGS FOR THE DIVISION OF NATURAL SCIENCES, MATHEMATICS AND ALLIED HEALTH**

**Fall, 1996 - Fall, 1998**

Course No.	Course Name	Fall, 1996		Spring, 1997		Summer, 1997		Fall, 1997		Spring, 1998	Summer, 1998		Fall, 1998
		No. of Sects.	No. of Sects.	No. of Sects.	No. of Sects.	No. of Sects.	No. of Sects.	No. of Sects.	No. of Sects.	No. of Sects.	No. of Sects.	No. of Sects.	No. of Sects.
BIOL 131	Fund. of Biology	3	2			1	1	3		2	1	1	3
BIOL 131L	Fund. of Biol Lab	8	6			1	1	8		6	1	1	8
BIOL 141	Invertebrate Zoology	2	0			0	0	0		0	0	0	0
BIOL 141L	Invertebrate Zoology Lab	3	0			0	0	0		0	0	0	0
BIOL 142	Gen. Botany	0	1			0	0	1		1	0	0	1
BIOL 142L	Gen. Botany Lab	0	2			0	0	1		1	0	0	1
BIOL 201	Gen. Ecology	1	0			0	0	0		1	0	0	0
BIOL 201L	Gen. Ecology Lab	1	0			0	0	0		1	0	0	0
BIOL 241	Comp. Vert. Anat.	1	0			0	0	1		0	0	0	1
BIOL 241L	Comp. Vert. Anat. Lab	1	0			0	0	1		0	0	0	1
BIOL 242	Comp. Embry. of Vert.	0	1			0	0	0		1	0	0	0
BIOL 242L	Comp. Embry. of Vert. Lab	0	1			0	0	0		1	0	0	0
BIOL 321	Biology Seminar	1	1			0	0	0		0	0	0	0
BIOL 342	Gen. Physiology	0	1			0	0	0		1	0	0	0
BIOL 342L	Gen. Physiology Lab	0	1			0	0	0		1	0	0	0
BIOL 421	Special Problems in Biol	1	0			0	0	0		0	0	0	0
BIOL 422	Histology	1	0			0	0	1		0	0	0	1
BIOL 422L	Histology Lab	1	0			0	0	1		0	0	0	1
BIOL 441	Bacteriology	1	0			0	0	0		0	0	0	0
BIOL 441L	Bacteriology Lab	1	0			0	0	0		0	0	0	0
BIOL 442	Genetics	1	0			0	0	1		0	0	0	1
BIOL 442L	Genetics Lab	1	0			0	0	1		0	0	0	1
BIOL 133	Principles of Biol I	1	1			1	1	1		1	1	1	1
BIOL 133 L	Principles of Biol I Lab	3	1			1	1	3		1	1	1	3
BIOL 134	Principles of Biol II	1	1			1	1	3		1	1	1	3
BIOL 134 L	Principles of Biol II Lab	1	3			1	1	1		3	1	1	1
BIOL 410	Biology Seminar I	1	1			0	0	1		1	0	0	1
BIOL 410 L	Biology Seminar II	1	1			0	0	1		1	0	0	1
BIOL 311	Premedical Seminar I	1	1			0	0	1		1	0	0	1
BIOL 312	Premedical Seminar II	1	1			0	0	1		1	0	0	1
BIOL 401	Introduction to Research	1	0			0	0	1		0	0	0	1
BIOL 420	Senior Research	0	1			0	0	0		1	0	0	0
BIOL 430	Epidemiology & Biostat	1	1			1	1	1		1	1	1	1
BIOL 310	Cell Biology	1	0			0	0	1		0	0	0	1
BIOL 310 L	Cell Biology Lab	1	0			0	0	1		0	0	0	1
BIOL 432	Environmental Toxicology	0	1			0	0	0		1	0	0	0
BIOL 432 L	Environmental Tox Lab	0	1			0	0	0		1	0	0	0
BIOL 141	Invertebrate Zoology	1	0			0	0	1		0	0	0	1
BIOL 141 L	Invertebrate Zoology Lab	1	0			0	0	1		0	0	0	1
CHEM131	Fund. of Phys. Sci.	10	9			2	2	10		8	1	0	1
CHEM131L	Fund. of Phys. Sci. Lab	13	12			2	2	13		10	2	1	10

Course No.	Course Name	Fall, 1996	Spring, 1997	Summer, 1997	Fall, 1997	Spring, 1998	Summer, 1998	Fall, 1998
		No. of Sects.	No. of Sects.	No. of Sects.	No. of Sects.	No. of Sects.	No. of Sects.	No. of Sects.
CHEM200	Pharmacy Sch. Entr. Exam	0	0	0	0	0	0	1
CHEM141	General Chemistry	2	2	1	2	2	1	2
CHEM141L	General Chemistry Lab	3	3	1	3	3	1	3
CHEM142	General Chemistry	1	1	0	1	1	1	1
CHEM142L	General Chemistry Lab	1	2	0	1	2	1	1
CHEM300	Environ. Chemistry	0	0	0	0	0	0	1
CHEM341	Organic Chemistry	1	0	0	1	0	0	1
CHEM341L	Organic Chemistry Lab	1	0	0	1	0	0	1
CHEM342	Organic Chemistry	0	1	0	0	1	0	0
CHEM342L	Organic Chemistry Lab	0	1	0	0	1	0	0
CHEM241	Analytical Chemistry	1	0	0	1	0	0	1
CHEM241L	Analytical Chemistry Lab	1	0	0	1	0	0	1
CHEM242	Analytical Chemistry	0	1	0	0	1	0	0
CHEM242L	Analytical Chemistry Lab	0	1	0	0	1	0	0
CHEM331	Instrumental Analysis	0	0	0	0	1	0	0
CHEM331L	Instrumental Analysis Lab	0	0	0	0	1	0	0
CHEM344	Biochemistry	1	0	0	1	0	0	1
CHEM334L	Biochemistry Lab	1	0	0	1	0	0	1
CHEM345	Biochemistry	0	1	0	0	1	0	0
CHEM345L	Biochemistry Lab	0	1	0	0	1	0	0
CHEM400	Survey of Pharmacology	0	0	0	0	0	0	0
CHEM401	Intro. to Drug Design	0	0	0	0	0	0	0
CHEM441	Physical Chemistry	1	0	0	1	0	0	1
CHEM441L	Physical Chemistry Lab	1	0	0	1	0	0	1
CHEM442	Physical Chemistry	0	1	0	0	1	0	0
CHEM442L	Physical Chemistry Lab	0	1	0	0	1	0	0
CHEM443	Senior Research	0	0	0	0	0	0	0
CHEM444	Inorganic Chemistry	0	0	0	0	0	0	1
CHEM444L	Inorganic Chemistry Lab	0	0	0	0	0	0	1
CHEM445	Adv. Inorganic Chemistry	0	0	0	0	0	0	0
CLS 201	Anatomy & Physiology I	1	0	0	1	0	0	1
CLS 202	Anatomy & Physiology II	0	1	0	0	1	0	0
CLS 301	Immunology	1	0	0	1	0	0	1
CLS 401	Microbiology	0	1	0	0	1	0	0
CLS 401L	Microbiology Lab	0	1	0	0	1	0	0
CLS 451	Human Nutrition	0	1	0	0	1	0	0
CLS 440	Clinical Parasitology	1	0	0	1	0	0	1
CLS 440L	Clinical Parasitology Lab	0	1	0	0	1	0	0
CLS 441	Hematology	1	0	0	1	0	0	1
CLS 441L	Hematology lab	0	1	0	0	1	0	0
CLS 442	Coagulation	1	0	0	1	0	0	1



**COURSE OFFERINGS FOR THE DIVISION OF NATURAL SCIENCES, MATHEMATICS AND ALLIED HEALTH**

**Fall, 1996 - Fall, 1998**

Course No.	Course Name	Fall, 1996 No. of Sects.	Spring, 1997 No. of Sects.	Summer, 1997 No. of Sects.	Fall, 1997 No. of Sects.	Spring, 1998 No. of Sects.	Summer, 1998 No. of Sects.	Fall, 1998 No. of Sects.
CLS 442L	Coagulation Lab	0	1	0	0	1	0	0
CLS 443	Urinalysis & Body Fluids	1	0	0	1	0	0	1
CLS 443L	Urinalysis & Body Fluids Lab	0	1	0	0	1	0	0
CLS 444	Clinical Chemistry	1	0	0	1	0	0	1
CLS 444L	Clinical Chemistry Lab	0	1	0	0	1	0	0
CLS 445	Serology	1	0	0	1	0	0	1
CLS 445L	Serology Lab	0	1	0	0	1	0	0
CLS 446	Clinical Microbiology	1	0	0	1	0	0	1
CLS 446L	Clinical Microbiology Lab	0	1	0	0	1	0	0
CLS 447	Blood Bank	1	0	0	1	0	0	1
CLS 447L	Blood Bank Lab	0	1	0	0	1	0	0
CLS 448	Research in Medical Technology	1	1	1	1	1	1	1
IHS100	Environmental Health	0	1	0	1	1	0	1
IHS150	Laboratory Safety	0	0	0	1	0	0	1
IHS231	Intro. to Occ. Safety	1	0	0	1	0	0	1
IHS241	Fund. of Industrial Hygiene	1	0	0	1	0	0	1
IHS242	Leg. Asp. of Occ. Safety & Health	1	0	0	0	1	0	0
IHS250L	IH Measurements Lab.	0	0	0	1	0	0	1
IHS321	Industrial Hygiene Seminar	0	1	0	1	1	0	1
IHS323	Toxicology	0	0	0	1	0	0	1
IHS331	Quant. Industrial Hygiene	0	0	0	1	0	0	1
IHS341	Professional Internship	1	1	0	1	1	0	1
IHS444	IH Control Methods	0	0	0	0	1	0	0
IHS444L	IH Control Methods Lab.	0	0	0	0	1	0	0
IHS450	Indoor Air Quality	0	0	0	0	1	0	0
IHS451	Accident Investigation	0	0	0	0	1	0	0
IHS455	Intro. To Air Pollution	0	0	0	1	0	0	0
IHS460L	Senior Research	0	1	0	1	1	0	1
MATH 130	Interm. Algebra	6	6	1	7	7	1	7
MATH 131	College Algebra	3	4	1	4	4	1	4
MATH 132	Finite Math	1	1	0	1	1	0	1
MATH 133	Trigonometry	2	2	1	2	2	1	2
MATH 174	Discrete Math	0	1	0	0	1	0	0
MATH 201	Intro to Statistics	1	1	0	1	1	0	1
MATH 230	Intro to Logic	0	1	0	0	1	0	0
MATH 231	Calculus I	2	2	1	2	2	1	2
MATH 232	Calculus II	2	2	0	2	2	0	2
MATH 233	Modern Math	0	1	0	0	1	0	0
MATH 331	Intro to Analysis	0	1	0	0	1	0	1
MATH 337	Linear Algebra	0	1	0	0	1	0	0
MATH 338	Differential Equations	0	1	0	0	1	0	0

COURSE OFFERINGS FOR THE DIVISION OF NATURAL SCIENCES, MATHEMATICS AND ALLIED HEALTH

Fall, 1996 - Fall, 1998

Course No.	Course Name	Fall, 1996 No. of Sects.	Spring, 1997 No. of Sects.	Summer, 1997 No. of Sects.	Fall, 1997 No. of Sects.	Spring, 1998 No. of Sects.	Summer, 1998 No. of Sects.	Fall, 1998 No. of Sects.
MATH 425	Math Seminar	0	1	0	0	1	0	0
MATH 433	Prob. & Stat.	1	0	0	1	0	0	1
MATH 334	Modern Algebra	1	0	0	1	0	0	1
MATH 335	Modern Geometry	1	0	0	1	0	0	1
MATH 435	Stat. Inference	0	1	0	0	1	0	0
MATH 495	Sr. Math Res. I	0	1	0	1	1	0	1
MATH 496	Sr. Math Res. II	0	0	0	1	1	0	1
MATH 220	Intro to Pascal	1	0	0	1	0	0	1
MATH 129	Gen. Math	2	2	0	2	2	0	2
PHYS 241	Physics I (non-Cal)	1	0	0	1	0	0	1
PHYS 241L	Physics I Lab (non-Cal)	1	0	0	1	0	0	1
PHYS 242	Physics II (non-Cal)	0	1	0	0	1	0	0
PHYS 242L	Physics II Lab (non-Cal)	0	1	0	0	1	0	0
PHYS 243	Physics I (Cal)	1	0	0	1	0	0	1
PHYS 243L	Physics I Lab (Cal)	1	0	0	1	0	0	1
PHYS 244	Physics II (Cal)	0	1	0	0	1	0	0
PHYS 244L	Physics II Lab (Cal)	0	1	0	0	1	0	0
ENGR 101	Intro. to Engr.	0	0	0	1	1	1	1
ENGR 121	Engr. Graphics I	0	0	0	0	1	0	0
ENGR 195	Engr. Seminar	0	1	0	0	1	0	0
ENGR 301	Intro. to Envir. Engr.	0	1	0	0	1	0	0





## **DIVISION OF URBAN, SOCIAL, AND INTERNATIONAL STUDIES**

### **Mission**

The mission of the Urban, Social, and International Studies Division is to motivate, equip and develop students to become globally attuned, socially aware and cosmopolitan in outlook; to integrate twentieth century technology with human compassion to bring about positive change in this world; and to prepare students for graduate and professional studies in the global work force.

Within the scope of this mission, the division will provide a meaningful and challenging academic experience for students preparing to embark upon careers in criminal justice, French/Spanish, international business, political science/ pre-law, psychology, and sociology.

### **OBJECTIVES**

1. To provide courses that prepare students seeking degrees in foreign language, international business, political science/pre-law, psychology, and sociology;
2. To encourage student appreciation of the world's natural and cultural diversity;
3. To help students understand education as a life-long process that is unfinished at the college level;
4. To emphasize to students the necessity for a world view that values differences and respects diversity;
5. To promote community improvement through direct student participation in various activities among diverse people;
6. To assist students in recognizing their own as well as others' intellectual and human potential;
7. To strengthen student character by providing rigorous but surmountable analytical, interpretive, critical intellectual challenges;
8. To promote student intellectual and professional development through the use of library published materials unrelated to textbooks;
9. To encourage students to become teachers as mentors with whomever they come in contact in life; and
10. To promote, by example and word, student ethical and moral behavior

### **MAJORS AND SIGNIFICANT COURSE OFFERINGS**

1. Criminal Justice
2. Foreign Language (French and Spanish)
3. Non-Major Courses in Geography
4. International Business
5. Political Science/Pre-law
6. Psychology
7. Sociology

### **Department of Urban and Social Studies**

#### **Mission**

The mission of the Department of Urban and Social Studies is to promote academic excellence in the program of study for criminal justice, sociology, and psychology, and to interface these programs (through internships/practicums/civic activities) with the social issues of the urban community, thereby enhancing student learning through both theory and practice.

#### **OBJECTIVES**

The objectives of the Department of Social and Urban Studies include the following:

1. To provide a mature theoretical framework for understanding a dynamic contemporary society and the place of the individual in it;
2. To introduce students to a broad spectrum of sociological, psychological and/or criminal justice knowledge, including the perspectives, histories, and applications of each;
3. To present criminal justice, psychology and sociology in a systematic and scholarly manner;
4. To prepare students planning to enter such professional fields as counseling, social work, public welfare, police and criminal justice system assignments, and private business;



5. To offer solid intellectual foundations for students who plan to enter graduate or professional school in sociology, social work, law, criminal justice, or psychology.

## MAJOR IN CRIMINAL JUSTICE

### MISSION

The Mission of the Criminal Justice program is to provide students with an understanding of the criminal justice process, its agencies, personnel and historical foundation. The program prepares students for a career within the criminal justice system and for graduate studies upon graduation.

### OBJECTIVES:

1. To prepare students for careers in criminal justice and graduate studies;
2. To enlighten students on law enforcement, corrections and the operation of the court system;
3. To help students secure internships within the criminal justice system, where practical knowledge can be gained that will enhance employment upon graduation; and
4. To provide students with the intellectual framework for understanding different contemporary issues, such as crime and juvenile delinquency.

### URBAN & SOCIAL STUDIES CORE REQUIREMENTS

<u>Course Number</u>	<u>Descriptive Title</u>	<u>Hours</u>
CJ 101	Introduction to Criminal Justice	3
CJ 235	Law Enforcement	3
HIST 231	American History I or	3
HIST 232	American History II	
HIST 323	The Afro-American in American History	3
PLPS 131	American National Government	3
PLPS 231	Introduction to Political Science	3
SOC 132	Introduction to Sociology	3
SOC 231	Modern Social Problems	3
<b>TOTAL</b>		<b>24</b>

### Major Requirements

<u>Course Number</u>	<u>Descriptive Title</u>	<u>Hours</u>
CJ 102	Criminal Procedure	3
CJ 300	Introduction to Corrections	3
CJ 307	Internship I	6
CJ 308	Internship II	6
CJ 401	Criminal Law	3
CJ 406	Criminal Court System	3
CJ 412	Correctional Management	3
CJ 420	Criminal Justice Seminar	4
SOC 322	Criminology	3
SOC 364	Social Science Research	3
SOC 442	Juvenile Delinquency	3
SOC 451	Social Statistics	3
<b>TOTAL</b>		<b>43</b>

### ELECTIVES

Courses to be determined by student in consultation with advisor: 9

### Total hours required for a criminal justice major

General Education Core	50	36%
Division Core	24	19%
Major Core	43	35%
Electives	9	10%
<b>GRAND TOTAL</b>	<b>126</b>	<b>100%</b>

## MAJOR IN SOCIOLOGY

### MISSION

The mission of the sociology program is to acquaint students with the forces and principles of human society and how they affect individuals, social groups and diverse cultures, to help students understand contemporary social problems, to provide a useful background for diverse career fields, and to prepare students for entry into graduate studies.

1. To provide a mature theoretical framework for understanding the changing contemporary society and the place of the individual in the society;
2. To introduce students to a broad spectrum of sociological knowledge, including its perspectives, its history and its applications;
3. To present sociology in a systematic and scholarly manner, while offering the maximum social insight and self-understanding;
4. To prepare students planning to enter such professional fields as counseling, social work, public welfare and private business;
5. To offer the basic intellectual foundation for students who plan to enter graduate school in sociology; and
6. To provide the essential intellectual training for students who aspire to advanced study for careers in social work.

### THE SOCIOLOGY CURRICULUM

#### Social Science Divisional Core

<u>Course Number</u>	<u>Descriptive Title</u>	<u>Hours</u>
CJ 101	Introduction to Criminal Justice	3
CJ 235	Law Enforcement	3
HIST 231	American History I or	3
HIST 232	American History II	
HIST 323	The African-American in American History	3
PLPS 131	American National Government	3
PLPS 231	Introduction to Political Science	3
SOC 132	Introduction to Sociology	3
SOC 231	Modern Social Problems	3
<b>Total</b>		<b>24</b>

#### Sociology Major Requirements

<u>Course Number</u>	<u>Descriptive Title</u>	<u>Hours</u>
CIS 240	Microcomputer Applications I	3
ECON 235	Principles of Micro Economics	3
ECON 235L	Principles of Micro Economics Lab	0
SOC 232	Contemporary Family Life	3
SOC 233	Cultural Anthropology	3
SOC 234	Social Psychology	3
SOC 235	Urban Sociology	3
SOC 327	Race Relations	3
SOC 331	Introduction to Social Welfare	3
SOC 335	Social Theory	3
SOC 364	Social Science Research	3
SOC 436	Field Experience	3
SOC 442	Juvenile Delinquency	3
SOC 443	Community Organization	3
SOC 451	Social Statistics	3
<b>Total</b>		<b>42</b>

#### Electives

9

**Total hours required for a sociology major:**

**General Education Core**

**50**

**40%**

Social Science Division Core	24	19%
Sociology Major Requirements	42	34%
Electives	9	7%
<b>Total</b>	<b>125</b>	<b>100%</b>

## MAJOR IN PSYCHOLOGY

### OBJECTIVES

1. To promote the acquisition of knowledge, writing mastery and research skills germane to the discipline of psychology and the area of behavioral science.
2. To prepare students for graduate study in psychology through an emphasis on statistical competency, computer proficiency and applied research techniques.
3. To develop a plan of study that will be most beneficial to the long-term intellectual and social development of the student.
4. To train students to become behavioral scientists and problem-solvers.
5. To provide an environment that fosters creativity and the development of unique solutions to common social problems.

## THE PSYCHOLOGY CURRICULUM

### Major Course Requirements

<u>Course</u>	<u>Number</u>	<u>Descriptive Title</u>	<u>Hours</u>
PSYCH	232	General Psychology	3
EDUCA	205	Parallel Internship	3
PSYCH	325	Experimental Psychology	3
SOC	434	Social Studies	3
PSYCH	332	Psychology of Adolescence	3
PSYCH	333	Personality & Adjustment	3
PSYCH	330	Child Development	3
PSYCH	335	Abnormal Psychology	3
PSYCH	234	Social Psychology	3
PSYCH	339	Learning & Motivation	3
EDUCA	321	Educational Psychology	3
PSYCH	431	Industrial Psychology	3
EDUCA	432	Test & Measurements	3
PSYCH	433	Psychological Testing	3
PSYCH	462	Human Development (Fall 1997)	<u>3</u>
<b>Total Major Course Requirements</b>			<b>45</b>

### Required Electives

<u>Course</u>	<u>Number</u>	<u>Descriptive Title</u>	<u>Hours</u>
PSYCH	336	Sensation and Perception	
		or	
PSYCH	460	Psychology of Exceptional Children	3
CIS	240	Microcomputer Software App	3
		Sociology	6
		Education	3
		Anatomy & Physiology or Zoology	4
		Mathematics	3
		Other	<u>9</u>
<b>Total Required Electives</b>			<b>31</b>

### Total hours required for a psychology major:

General Education Core	50
Major Core	45
Required Electives	<u>31</u>
<b>Total</b>	<b>126</b>

## COURSE DESCRIPTIONS CRIMINAL JUSTICE

**CJ 101. INTRODUCTION TO CRIMINAL JUSTICE.** A survey of the components of the criminal system at the local, state, and national levels of government. (3) *Fall or Spring*

**CJ 102. CRIMINAL PROCEDURE.** This course examines and discusses constitutional protections of individuals who have committed criminal offenses and individuals who face criminal charges. (3) *Spring*.

**CJ 235. LAW ENFORCEMENT.** Reviews the history of law enforcement; assesses the organization, role and function of the various law enforcement agencies, with primary attention given to American municipal police forces. (3) *Fall or Spring*

**CJ 300. INTRODUCTION TO CORRECTIONS.** Surveys the historical patterns of punishment and the development of corrections and analyzes the characteristics of various types of correctional facilities and alternatives to incarceration. (3) *Fall*

**CJ 304 CRIMINAL JUSTICE RESEARCH.** Introduction to the methods of research used in the study of criminal justice. *Prerequisite: CJ101.* (3) *Fall*.

**CJ 307-308. CRIMINAL JUSTICE INTERNSHIP.** A supervised field experience in which the student is placed in a criminal justice program or agency to gain practical knowledge. The field placement requires a minimum of six hours per week. *Prerequisite: CJ 101; Majors with Junior standing and approval of instructor.* (6) *Fall or Spring*. Fee: \$30.00 (each course).

**CJ 310. CRIMINAL JUSTICE ORGANIZATION.** Examines the principles of and current status of in organization and management of criminal justice agencies. *Prerequisite: CJ 101* (3) *Spring*.

**CJ 401. CRIMINAL LAW.** Analyzes the history, development, and current status of criminal laws and codes at the state and national levels of government. (3) *Spring*.

**CJ 403. LAW ENFORCEMENT AND SOCIETY.** Surveys contemporary principles of police administration. *Prerequisite: CJ 101.* (3) *Fall*.

**CJ 405. PROBATION AND PAROLE.** Analyzes the theories and practices of probation and parole systems. (2) *Fall or Spring*.

**CJ 406. CRIMINAL COURT SYSTEM.** Analyzes the structure and functions of the criminal court system in the United States; includes the assessment of roles of defendant, prosecutor, judge, jury, and court administrators. Surveys the historical, philosophical, sociological and political perspectives of the court system. (3) *Spring*.

**CJ 412 CORRECTIONAL MANAGEMENT.** Analyzes policies, procedures and problems of correctional institutions. *Prerequisite: INTRODUCTION TO CORRECTIONS.* (3) *Spring*.

**CJ 420 CRIMINAL JUSTICE SEMINAR.** Analyzes in-depth contemporary topics of crime and delinquency controls within the criminal justice system. Advanced research paper required. *Prerequisite: Senior standing or approval of instructor; CJ 101, CJ 304.* (4) *Fall or Spring*.

**CJ 437 CRIMINAL JUSTICE.** Assesses the larger issues of the individual and the state, justice and law, law enforcement and punishment in a democratic society. *Prerequisite: SOC 335.* (3) *Fall or Spring*.

## COURSE DESCRIPTIONS

### SOCIOLOGY

**SOC 132. INTRODUCTION TO SOCIOLOGY.** Introduction to the sociological perspectives and sociological imagination. Emphasis given to defining key terms in the discipline and explaining basic



principles and concepts used in the study of social interaction and group life. *Prerequisite for all sociology courses. (3) Fall or Spring.*

**SOC 231. MODERN SOCIAL PROBLEMS.** Focuses on twenty significant social problems in American society. The student will review the nature of each problem and analyze the cases, assess various solutions and discuss prospects for the future. *Prerequisite: SOC 132. (3) Fall or Spring.*

**SOC 232. CONTEMPORARY FAMILY LIFE.** Studies adjustments in interpersonal life as a continuing process throughout the life cycle. Helps students develop flexibility in their attitudes which will enable them to make the choices that are most suitable for their own needs. Includes analyses of prevailing theories and current research. *Prerequisite: SOC 132. (3) Fall or Spring.*

**SOC 233. CULTURAL ANTHROPOLOGY.** Deals with the study of group behavior in different cultural settings. Provides background of cultural anthropology as an academic discipline, and puts forth the principles of ethnography and assesses social institutions in different settings. *Prerequisite: SOC 132. (3) Fall or Spring.*

**SOC 234. SOCIAL PSYCHOLOGY.** Examines the facts and principles of social psychology; utilizes a scientific approach to analyze social behavior of small groups; and presents basic methods and applications used by social psychologists. *Prerequisites: SOC 132, PSYCH. 232 (3) Fall or Spring.*

**SOC 235. URBAN SOCIOLOGY.** Examines and analyzes the urban community, with reference to the social processes of urbanization, industrialization, and bureaucratization as they relate to changing social organizations, populations, social problems and planning. Special attention is given to the growth and development of urban ghettos. *Prerequisites: SOC 132, SOC 231, SOC 233. (3) Fall or Spring.*

**SOC 322. CRIMINOLOGY.** Examines social backgrounds of criminals and delinquents, the development of criminal behavior and problems of crime prevention and control. *Prerequisites: SOC 132, SOC 231. (3) Fall or Spring.*

**SOC 327. RACE RELATIONS.** Analyzes the nature of and reactions to racism. *Prerequisites: SOC 132, SOC 231, SOC 233. (3) Fall or Spring.*

**SOC 331. INTRODUCTION TO SOCIAL WELFARE.** Assesses the history of social welfare in the United States. Emphasizes the evolution of popular values, including political and economic outlooks which explain the shifts in welfare service delivery. *Prerequisites: SOC 132. (3) Fall or Spring.*

**SOC 333. INTRODUCTION TO SOCIAL CASEWORK.** Emphasizes the skills required in interviewing and assessing client needs. Attention given to the use of role-playing as students interact in a client/worker format. *Prerequisites: SOC 132, SOC 331. (3) Fall or Spring.*

**SOC 335. SOCIAL THEORY.** Studies social theories from Augustus Comte to modern times; includes the evolution of theories of the individual, group, and society; and explains the development of modern sociology and interpretive systems accompanying the changes. *Prerequisites: SOC 132, SOC 231, SOC 234. (3) Fall.*

**SOC 364. SOCIAL SCIENCE RESEARCH.** Analyzes the principal methods and methodologies of social science research; brings together resources from library and laboratory; and focuses on the design of inquiry. *Prerequisites: SOC 132, SOC 234, SOC 335. (3) Fall or Spring.*

**SOC 436. FIELD EXPERIENCE.** Places students in approved agencies for first-hand knowledge of sociological work. *Prerequisites: Seniors only. (3) Fall or Spring.*

**SOC 442. JUVENILE DELINQUENCY.** Studies the sociological and psychological factors which help produce delinquent behavior. Special emphasis given to the increasing manifestations of sociopathic behavior in the larger society and their role in the growing incidence of violent behavior among adolescents. *Prerequisites: SOC 132, SOC 231. (3) Spring.*

**SOC 443. COMMUNITY ORGANIZATION.** Studies community organization as a process of bringing desirable changes to community life. Assesses community needs and resources available to meet them. *Prerequisites: SOC 132, SOC 231. (3) Fall or Spring.*

**SOC 451. SOCIAL STATISTICS.** Provides an understanding of and appreciation for quantitative research methods in the social sciences. Is especially useful to prospective graduate students. *Prerequisites: SOC 132, SOC 234, SOC 364. (3) Fall or Spring.*

## **COURSE DESCRIPTIONS**

### **PSYCHOLOGY**

**PSYCH 232. GENERAL PSYCHOLOGY.** This course is an introduction to the fundamental aspects and underlying principles of human behavior, stressing the scientific background of emotions, adjustment, learning and retention, thinking and perception, individual and social behavior. *Required of all students regardless of major. (3) Fall or Spring.*

**PSYCH 325. EXPERIMENTAL PSYCHOLOGY.** This course is an introduction to experimental research in psychology. It will include such areas as the scientific method and its application to problems in research, experimental design, and the preparation of research reports. *Prerequisites: PSYCH 232; EDUCA 432. (3) Fall.*

**PSYCH 330. CHILD DEVELOPMENT, PART I** This is a course in child psychology, covering from the prenatal stage through the first ten years of life.. The course corresponds with Freud's first five stages of development, or Erickson's first three stages, from the perspective of normal and exceptional development. *Prerequisite: PSYCH 232. (3) Fall or Spring.*

**PSYCH 331. CHILD DEVELOPMENT, PART II.** This is a course in child psychology which overlaps with PSYCH 330 from about age five, but goes in-depth to middle adolescence. It corresponds with Freud's Oedipal, Latency, and Puberty stages, or Erickson's stages three through five with respect to normal versus exceptional development. *Prerequisite: PSYCH 232. (3) Fall or Spring.*

**PSYCH 332. PSYCHOLOGY OF ADOLESCENCE.** This course is a study of the psychological characteristics and behavior trends especially associated with the adolescent period, with special emphasis on the problems arising in the junior and senior high school situations. It is required of all secondary and special subject majors. *Prerequisite: PSYCH 232. (3) Fall or Spring.*

**PSYCH 333. PERSONALITY AND ADJUSTMENT.** This course is a review of personality based on clinical and experimental data. Special attention is given to the principles involved in the total development and functioning of the integrated personality. *Prerequisite: PSYCH 232, 330. (3) Spring.*

**PSYCH 335. ABNORMAL PSYCHOLOGY.** This course is designed to study behavior deviations in humans. Special emphasis will be placed on organic and psychological factors, and major theories of etiology, treatment and prevention. *Prerequisite: PSYCH 232. (3) Spring.*

**PSYCH 336. SENSATION AND PERCEPTION.** This course is a study of the various sensory systems and how they function. *Prerequisites: PSYCH 232; BIOL241. (3) Fall.*

**PSYCH 339. LEARNING AND MOTIVATION.** This course is a study of experimental and theoretical issues involving human and animal learning and motivation. *Prerequisite: PSYCH 232. (3) Fall.*

**PSYCH 431. INDUSTRIAL PSYCHOLOGY.** This is a study of significant psychological factors and their effect on production in various industrial settings. Consideration will be give to individual differences in industry, employee selection and training, employee turnovers, and fatigue reduction. *Prerequisites: PSYCH 232 and consent of instructor. (3) Spring.*

**PSYCH 433. PSYCHOLOGICAL TESTING.** This course is concerned with the principles of psychological testing, as well as the role of testing in evaluation with reference to educational and other settings.

Emphasis will be on the following tests: (1) personality, (2) general and special abilities, (3) aptitude, (4) achievement, and (5) interest. *Prerequisites: PSYCH 232; EDUCA 432. (3) Fall or Spring.*

**PSYCH 460. PSYCHOLOGY OF EXCEPTIONAL CHILDREN.** This course will present psychological effects and implications of disabilities for both elementary and secondary students. Attention will be given to the effects of home and school transitions on social skills development in the academic environment. (3) *Fall.*

**PSYCH 462. HUMAN DEVELOPMENT.** A study of the quantitative and qualitative changes that occur throughout life. Emphasis will be placed not only on describing specific developmental behaviors but on explaining these behaviors, predicting future behaviors and modifying current behaviors. Additional focus will look at those behaviors as they occur in the stages of adulthood through the end of life. *Prerequisites: PSCYCH 232 (3) Spring or Fall.*

## **DEPARTMENT OF INTERNATIONAL STUDIES**

### **MISSION**

The Department of International Studies is an interdisciplinary program that integrates the perspectives of Political Science/Pre-Law, International Business and Foreign Languages. The program is designed to prepare majors for careers in public affairs (government), business and international organizations. The department emphasizes a Diaspora Studies model, or the contributions of various cultures to global society in its approach to fulfilling major and minor program requirements. The department is committed to developing 'global citizens' who are prepared to assume effective roles in the international community. In addition to preparing majors for the global workforce and graduate/professional studies, the department provides both domestic and international learning experiences through which students may apply acquired skills.

### **OBJECTIVES**

1. To provide learning that would enable the graduate to become a competent professional.
2. To provide students with an international perspective.
3. To enable students to broaden their knowledge of geography, international affairs, language and politics from a global perspective.
4. To cultivate in students the skills for conducting meaningful research.

## **FOREIGN LANGUAGES**

### **MISSION**

The Foreign Language program seeks to provide students with the necessary course content to fulfill the major requirements for the General Education studies, for a concentration, and for a major course of studies in one of the foreign languages. The faculty members focus on teaching the language, the culture, and the relationship of countries to global affairs, in order to give students a communicating knowledge of diverse peoples and cultures and a survival command of a language other than their own.

### **OBJECTIVES:**

1. To provide introductory courses in modern foreign languages, which all students must complete as part of the General Education Requirements.
2. To give those students whose knowledge of a language is too advanced for a particular elementary language class the opportunity to take a placement test to be transferred to another language or to a higher level class.
3. To prepare students majoring in modern foreign language for graduate study, or for the use of the language in professions such as business and diplomacy.
4. To provide students the opportunity to combine a compatible major with a concentration in one of the modern foreign languages.



## FOREIGN LANGUAGE REQUIREMENTS

1. The student who has studied a foreign language in high school and whose level of preparedness may indicate eligibility for enrollment in a higher level course will take an appropriate assessment test in a chosen foreign language with the results to be used to determine the student's level of proficiency
2. To fulfill the General Education requirement, a student must enroll in the same foreign language for all six hours. A change can only be approved by the foreign language faculty. The language courses must be taken in sequence, i.e., 131 before 132. Any exceptions must be waived by the International Studies Department head upon evaluation of a student's language skills.
3. A student whose mother-tongue is French, German, or Spanish will take higher level language courses or enroll in a language course other than that of his/her native language to satisfy the foreign language requirement
4. A student may not test out of the foreign language requirement but may test into a higher level class by taking the assessment test.
5. Elementary and/or intermediate courses in foreign languages may be waived for foreign language majors only, upon verification of adequate preparation by assessment through testing.

## FOREIGN LANGUAGE CURRICULUM

### COURSES FOR THE B.A. DEGREE IN FRENCH

#### Major Requirements

<u>Course Number</u>	<u>Descriptive Title</u>	<u>Hours</u>
FREN* 131,132	Elementary French	6
FREN* 231,232	Intermediate French	6
FREN 233,234	Business Communication	6
FREN 235,236	French Conversation	6
FREN 331,332	Survey of French Literature	6
FREN 333	French Civilization	3
FREN 334,335	French Literature 17th & 18th Century	6
FREN 336	Black Writers in French Literature	3
FREN 338,339	French Literature of 19th Century	6
FREN 401	French Literature of 20th Century	3
FREN 431,432	Senior Seminars	<u>6</u>
		<b>45</b>

### COURSES FOR THE B.A. DEGREE IN SPANISH

#### Major Requirements

<u>Course Number</u>	<u>Descriptive Title 1</u>	<u>Hours</u>
SPAN* 131,132	Elementary Spanish	6
SPAN* 231,232	Intermediate Spanish	6
SPAN 233,234	Business Communication	6
SPAN 235,236	Conversation	6
SPAN 331,332	Survey of Spanish Literature	6
SPAN 333	Literature of the 12-14th Centuries	3
SPAN 334,335	Spanish Literature of 15-16th, 17-18th Century	6
SPAN 336	Spanish American Literature	3
SPAN 338, 339	Spanish American Literature from Discovery to Independence to Mexican Revolution	6
SPAN 401	Spanish American Literature (The Contemporary Period)	3
SPAN 431,432	Senior Seminars	<u>6</u>
		<b>45</b>



## Foreign Language Major Requirements

A minimum of forty-five (45) hours in the target language is required of students majoring in a foreign language area. It is expected that any student with a language major will take twelve (12) hours of a second foreign language as part of the thirty (30) hours of major electives.

### Total hours required for a foreign language major:

General Education core	50
Target language requirements	45
Second foreign language requirements	12
Major electives	<u>18</u>
<b>Total</b>	<b>125</b>

### Concentration in French, Spanish or German:

Students who prove by placement testing to be proficient in the language at levels beyond the intermediate levels will then have to satisfy minimally twelve (12) hours of the language concentration to satisfy the total requirement of eighteen (18) hours and may choose from the following courses according to their own interest and the advisement of the language department faculty.

#### Courses recommended for a Concentration in French

<u>Course Number</u>	<u>Descriptive Title</u>	<u>Hour</u>
FREN* 131, 132	Elementary French	6
FREN 231, 232	Intermediate French	6
FREN 233, 234	Business Communications	6
FREN 235, 236	French Conversation	6
FREN 331, 332	Survey of French Literature	3
FREN 333	French Civilization	3
FREN 336	Black Writers in French Literature	3
FREN 431, 432	Senior Seminars	6

#### Courses recommended for a Concentration in Spanish

<u>Course Number</u>	<u>Descriptive Title</u>	<u>Hours</u>
SPAN* 131, 132	Elementary Spanish	6
SPAN 231, 232	Intermediate Spanish	6
SPAN 233, 234	Business Communications	6
SPAN 235, 236	Conversation	6
SPAN 331, 332	Survey of Spanish Literature	6

#### Courses recommend for a Concentration German

<u>Course Number</u>	<u>Descriptive Title</u>	<u>Hours</u>
GERM* 131, 132	Elementary German	6
GERM 231, 232	Intermediate German	6
GERM 233, 234	Business German	6
GERM 235, 236	German Conversation	6
GERM 431, 432	Senior Seminar	6

\*Courses for removal of deficiencies only.

## INTERNATIONAL BUSINESS MAJOR

The courses listed below must be completed in the International Business program in the Division of Urban, Social, and International Studies.

### Major Requirements

<u>Course Number</u>	<u>Descriptive Title</u>	<u>Hours</u>
BUS 132	Principles of Business	3
CIS 203	PC Fundamentals	3

BUS	223	Business Communications	3
ACCT	231	Principles of Accounting I	3
CIS	240	Microcomputer Applications I	3
BUS	161	Quantitative Methods I	3
ACCT	232	Principles of Accounting II	3
ECON	235	Principles of Economics I	3
BUS	446	Business Statistics	3
BUS	251	Principles of Marketing	3
ECON	236	Principles of Economics II	3
BUS	350	Principles of Finance	3
BUS	452	Organizational Behavior and Business Ethics	3
<b>Total</b>			<b>39</b>

### Interdisciplinary Requirements

#### Foreign Language Requirements 9 hours

<u>Course Number</u>	<u>Descriptive Title</u>	<u>Hours</u>
SPAN 233,234	Business Spanish	6
SPAN 236	Business Spanish Conversation	3
or		
GERM 233,234	Business German	6
GERM 236	Business German Conversation	3
or		
FREN 233,234	Business French	6
FREN 236	Business French Conversation	3

#### Political Science Requirements 9 hours

<u>Course Number</u>	<u>Descriptive Title</u>	<u>Hours</u>
PLPS 337	International Relations	3
PLPS 332	Comparative Politics	3
GEOG 332	Regional Geography	3

#### International Business Requirements 15 hours

<u>Course Number</u>	<u>Descriptive Title</u>	<u>Hours</u>
INTBUS 360	International Trade	3
INTBUS 451	International Business	3
INTBUS 487	International Marketing	3
INTBUS 490	Special Topics in International Studies	3
INTBUS 486	International Business Law	3
Electives		6

Option I. Two Summer Office Internships (6 credits)

Option II. Select 6 credits from courses listed below:

SPAN	431, 432	Spanish Senior Seminar	(6)
FREN	431, 432	French Senior Seminar	(6)
GERM	431, 432	German Senior Seminar	(6)
PLPS	443	African Politics	(3)
PLPS	336	Government and Politics of Latin America	(3)
INTBUS	489	International Economic Policy	(3)
INTBUS	488	International Comparative Management	(3)

**Total hours required for an International Business major:**

<b>General Education Core</b>	<b>50</b>
<b>Major Core</b>	<b>39</b>
<b>Interdisciplinary Requirements</b>	<b>39</b>
<b>Total</b>	<b>128</b>

## POLITICAL SCIENCE/PRE-LAW MAJOR

### MISSION

The mission of the Political Science/Pre-Law program is to provide major and minor course offerings and other services to students of the College that prepare them for international, political science (public affairs), and legal careers. Other services include providing learning experiences that prepare students to advance into graduate and professional programs. Students majoring or minoring in the program will acquire the skills necessary to grow as independent thinkers, political analysts, and global citizens.

### OBJECTIVES

#### Student-centered objectives

1. To enhance critical thinking skills;
2. To improve basic test-taking skills;
3. To improve written communications skills;
4. To improve oral communications skills;
5. To enhance logical reasoning skills;
6. To improve reading comprehension skills;
7. To enhance analytical (including statistical) skills;
8. To develop computer proficiency skills;
9. To develop research (quantitative & qualitative) skills;
10. To develop foreign language skills.

#### Program-centered objectives

1. To increase internship opportunities in law and government;
2. To expand scholarship opportunities for majors;
3. To increase graduate application rates to graduate and professional schools;
4. To enhance graduate placement rates into political science and international careers;
5. To enhance student preparation for the Graduate Record Examination (GRE) and Political Science subject tests;
6. To enhance student preparation for the Law School Admissions Test (LSAT);
7. To increase multicultural content across major, elective and minor course offerings;
8. To increase and expand interdisciplinary relationships with other programs and departments.

#### **Urban & Social Studies Core Requirements**

<u>Course</u>	<u>Descriptive Title</u>	<u>Hours</u>
CJ 101	Introduction to Criminal Justice	3
CJ 235	Law Enforcement	3
HIST 231	American History I	
	or	
HIST 232	American History II	3
HIST 323	The Afro-American in American History	3
PLPS 131	American National Government	3
PLPS 231	Introduction to Political Science	3
SOC 132	Introduction to Sociology	3
SOC 231	Modern Social Problems	3
<b>TOTAL</b>		<b>24</b>

#### **Political Science/Pre-Law Requirements**

<u>Course</u>	<u>Descriptive Title</u>	<u>Hours</u>
CIS 240	Micro Computer Applications I	3
ECON 235	Principles of Micro Economics	3
ECON 235L	Principles of Micro Economics Laboratory	0
ECON 236	Principles of Macro Economics	3
ECON 236L	Principles of Macro Economics Laboratory	0
LANG	Intermediate Foreign Language	6
GEOG 232	Regional Geography	3
PLPS 133	Political Ideologies	3
PLPS 233	American State & Local Government	3



PLPS	234	Political Parties	3
PLPS	235	American Executive Process	3
PLPS	331	American Legislative Process	3
PLPS	332	Comparative Politics	3
PLPS	333	American Judicial Process	3
PLPS	335	Constitutional Law	3
PLPS	337	International Relations	3
PLPS	441	Statistical Analysis/Quan Anal	3
			<b>TOTAL 48</b>

Elective:

Course to be determined by student in consultation with advisor 3

**Total hours required for a Political Science/Pre-Law major:**

General Education Core	50
Major Core	72
Required Electives	3
<b>GRAND TOTAL</b>	<b>125</b>

### COURSE DESCRIPTIONS MODERN FOREIGN LANGUAGES FRENCH

**FREN 131, 132. ELEMENTARY FRENCH.** Introduction to spoken and written French, French culture and civilization through readings, magazines, records, and tapes. (3) *Fall and Spring. Fee required.*

**FREN 231, 232. INTERMEDIATE-FRENCH.** Intensive study of language through grammatical exercises, laboratory exercises, tapes, recordings, readings and conversation. (3) *Fall and Spring. Fee Required.*

**FREN 233, 234. BUSINESS COMMUNICATIONS.** Reading, writing and discussion of contemporary business practices, with application of acquiring principles. Available in French, Spanish and German. (3) *Fall and Spring.*

**FREN 235, 236. CONVERSATION AND PHONETICS.** Oral and written practice of the language. (3) *Fall and Spring.*

**FREN 331, 332. SURVEY OF FRENCH LITERATURE.** Readings and discussions of works from the Middle Ages to the Renaissance and from the Classical to the contemporary periods. English translations will be used for non-French majors. (3) *Fall and Spring.*

**FREN 333. FRENCH CIVILIZATION.** A study of the historical eras of France, her cultural development in relation thereto, with emphasis on the arts and philosophy. The French experience in Africa and the Caribbean will be discussed in English. (3) *Fall or Spring.*

**FREN 334, 335. FRENCH LITERATURE OF THE 17TH & 18TH CENTURIES.** The Golden Age and Enlightenment in French Literature. (3) *Fall and Spring.*

**FREN 336. BLACK WRITERS IN FRENCH.** Major authors from Caribbean and African countries. (3) *Fall or Spring.*

**FREN 338, 339. FRENCH LITERATURE OF THE 19TH CENTURY.** A study of representative Romantic authors to 1850 and selected poetry, novels and plays to 1900. (3) *Fall and Spring.*

**FREN 401. FRENCH LITERATURE OF THE 20TH CENTURY.** Selected readings from the writers of the present century. (3) *Fall and Spring.*

**FREN 431, 432. SENIOR SEMINAR.** Advanced readings and written reports. Selection of a topic for investigation in one of the following fields: literature, linguistics, French history, French institutions, French philosophy and Black French writers. (3) *Fall and Spring.*

## SPANISH

**SPAN 131, 132. ELEMENTARY SPANISH.** Introduction to the spoken and written language. Knowledge of basic speech patterns supplemented by acquaintance with a broad illustration of Spanish culture and civilization. Laboratory exercises include recordings of readings by students. (3) *Fall and Spring. Fee required.*

**SPAN 231, 232. INTERMEDIATE SPANISH.** Continuation of the study of language through reading and conversation. Laboratory exercises continue, with recordings of students' work. (3) *Fall and Spring. Fee required.*

**SPAN 233, 234 BUSINESS COMMUNICATION.** Readings and discussions of contemporary business practices, with application of acquiring principles. Available in Spanish, French, or German. (3) *Fall and Spring.*

**SPAN 235, 236 SPANISH CONVERSATION.** Oral and written practice of the language. (3) *Fall and Spring.*

**SPAN 331, 332. SURVEY OF SPANISH LITERATURE.** Readings and discussion of works from the Medieval and Renaissance Literature and from the Golden Age and Modern Peninsular Literature. English translations will be used for non-Spanish majors. (3) *Fall and Spring.*

**SPAN 333. LITERATURE OF 12TH - 14TH CENTURIES.** A study of readings and discussions of works from the 12th - 14th centuries. (3) *Fall and Spring.*

**SPAN 334, 335. LITERATURE OF THE 15TH -16TH AND 17TH - 18TH CENTURIES.** A study of the Spanish literature in the 15th, 16th, 17th, 18th centuries, including poetry, drama, and prose. (3) *Fall and Spring.*

**SPAN 336. SPANISH AMERICAN LITERATURE.** A study of major authors from the areas of poetry, drama, and prose of the 19th century. (3) *Fall or Spring.*

**SPAN 338, 339. SPANISH AMERICAN LITERATURE.** An intense study of Spanish American Literature from Discovery to Independence and from Independence to the Mexican Revolution. (3) *Fall and Spring.*

**SPAN 401. SPANISH AMERICAN LITERATURE, THE CONTEMPORARY PERIOD.** Selected readings from areas of poetry, drama and prose in the contemporary period of Spanish American Literature. (3) *Fall or Spring.*

**SPAN 431, 432. SENIOR SEMINAR.** Advanced readings and written reports. An in-depth study of a specific literary genre, author, or period. (3) *Fall and Spring.*

## GERMAN\*

**GERM 131, 132. ELEMENTARY GERMAN.** Introduction to spoken and written German through oral practice, graded readings, dialogues, dictations, and laboratory exercises. Introduction to the culture and civilization of German speaking peoples through audio-visual materials and supplementary reading. (3) *Fall and Spring. Laboratory fee required.*

**GERM 231, 232. INTERMEDIATE GERMAN.** Continuation of classroom and laboratory practice in spoken and written German along with audio-visual materials to stimulate the learning process. Films, film strips and other audio-visual materials will be used to continue the introduction to the culture and civilization of German-speaking countries. (3) *Fall and Spring. Laboratory fee required.*

**GERM 233, 234. BUSINESS COMMUNICATIONS IN GERMAN.** Reading, writing and discussion of contemporary business practices with application of required principles. (3) *Fall and Spring.*

**GERM 235, 236. GERMAN CONVERSATION.** Oral and written practice of the language in different situations, ranging from the informal to the very formal. (3) *Fall and Spring.*

**GERM 431, 432. SENIOR SEMINAR.** A discussion of business communication practices in German and English. (3) *Fall and Spring.*

\*Additional courses may be taken in German within the Cooperating Raleigh Colleges.

### INTERNATIONAL BUSINESS COURSES

**ACCT 231-232. PRINCIPLES OF ACCOUNTING.** Introductory courses in accounting involving the theories relating to operations of sole proprietorships, partnerships, and corporations. Analysis and interpretation of financial statements are stressed. *Prerequisites: 231 for 232. (3) Fall and Spring.*

**BUS 132. PRINCIPLES OF BUSINESS.** The purpose of this course is to provide an overview of business and the various functional aspects of the firm. The objectives are to develop an understanding of the process and rationale behind managerial decision-making in our capitalistic society, and to introduce the various functional disciplines of business and their interrelationships in the firm. *Prerequisite: None. (3) Spring and Fall.*

**BUS 161. QUANTITATIVE METHODS I.** An introductory course on the study of problem-solving for managerial and operational decisions. Presents the basic concepts of probability, forecasting, inventory, economic order quantity, and linear programming (solution method and simplex method). Computer applications software will be used. *Prerequisites: CIS 240; MATH 131. (3) Fall and Spring.*

**BUS 223. BUSINESS COMMUNICATIONS.** In this course, students gain an understanding of the purposes and processes of communication in business and how to create communication tools that meet the needs of business audiences. *Prerequisite: ENG 131, 132. (3) Fall and Spring.*

**BUS 251. PRINCIPLES OF MARKETING.** Examination of decisions affecting the marketing of goods and services in customer, industrial, and international markets. Emphasis on the role of marketing in a managerial context. *Prerequisite: none. (3) Fall and Spring.*

**BUS 330. LEGAL BUSINESS ENVIRONMENT.** An introduction to the legal system and environment in which business and the government operate, addressing both private law involving the relationship between individual business and public law and the legal relationship between businesses and society. *Prerequisites: BUS 132, 223. (3) Fall or Spring.*

**BUS 350. PRINCIPLES OF FINANCE.** This course is designed to introduce the students to the concept of optimal financial policy in the procurement and management of wealth by profit-seeking enterprises; the application of theory to financial decisions involving cash flow, capital structure, and capital budgeting. *Prerequisite: ACCT 231, 232. (3) Fall and Spring.*

**BUS 446. BUSINESS STATISTICS.** A study of the fundamental ideas of statistics that examines the approach of statisticians to important business and economic questions. Objectives of the course are to develop a critical appreciation to statistical thinking and an awareness of the various tools of the statistician. Computer statistical applications are used to analyze current business issues and problems. *Prerequisites: MATH 131, BUS 161, CIS 240. (3) Fall and Spring.*

**BUS 452. ORGANIZATIONAL BEHAVIOR AND BUSINESS ETHICS.** A study of the relationship of the individual worker and manager to the organization, management from a behavioral point of view, stability and change within business organizations, an examination of human resource development from economic and business views; emphasis placed on business ethics and corporate culture trends. *Prerequisites: BUS 132, 252; PSYCH 232. (3) Fall.*

**CIS 101. COMPUTER AND KEYBOARDING TECHNOLOGY.** An introductory course to the computer environment emphasizing effective use of the keyboard, the terminology of computers, windows environment, the basic concepts of word processing and the Disk Operating System (DOS). *Prerequisite: None (1) Fall and Spring.*

**CIS 200. LEARNING THROUGH PROBLEM SOLVING.** A foundation course in problem-solving methodology used to develop critical thinking skills, stimulate active learning, encourage cogent reasoning



and well-supported conclusions, encourage perspective-taking, and stimulate thinking and language use at all cognitive levels. *Prerequisite: None. (2) Fall and Spring.*

**CIS 203. PC FUNDAMENTALS.** An introduction to the basic concepts of keyboarding, and to information technology, computer hardware, software, operating systems including DOS and Windows, the use of Internet and multimedia technology in the classroom. *Prerequisite: None. (3) Fall.*

**CIS 240. MICROCOMPUTER SOFTWARE APPLICATION I.** It is the aim of this course to provide students with an opportunity to develop computer application skills in word processing, computer graphics, database management, spreadsheet, and Windows environments. *Prerequisite: CIS 200. (3) Fall and Spring. Fee: \$20.00.*

**ECON 235. PRINCIPLES OF MICRO ECONOMICS.** Elementary principles of economics, the economic problem and price system theory of demand, theory of production and the firm theory of supply, the interaction of demand and supply. *Prerequisite: Sophomore standing. (3) Fall and Spring.*

**ECON 236. PRINCIPLES OF MACRO ECONOMICS.** Measure and determination of national income, employment and price, introduction of monetary and fiscal policy analysis, the effects of government deficits and debts, exchange rates and trade balances. *Prerequisites: Sophomore standing. (3) Fall and Spring.*

**GEOG 332. REGIONAL GEOGRAPHY.** A study of the major geographical realms and regions of the world in accordance with various criteria, including physiography, culture, economics, politics, and religion. *(3) Spring.*

**INTBUS 360. INTERNATIONAL TRADE.** A study of the principles of international trade patterns, theories of absolute and comparative advantage, classical and modern trade theory, tariffs, quotas, non-tariff barriers, and preferential trading arrangements. *Prerequisite: ECON 235,236 or Instructor's permission. (3) Fall or Spring.*

**INTBUS 442. INTERNATIONAL STUDY.** Students may elect to spend one semester in England, Jamaica or another approved country. Students may pursue a program of study abroad that would be equivalent to the program and semester credit hours offered at Saint Augustine's College. All work completed successfully with a grade of "C" or better is transferable, so long as the foreign institution is an acknowledged and approved institution of post-secondary education. The student will register and pay the usual tuition and fees to Saint Augustine's for the semester. Selected students are encouraged to supplement stipends with personal funds to the extent they deem appropriate. A minimum of twelve (12) semester credit hours. Study abroad is offered in the Spring semester only.

**INTBUS 451. INTERNATIONAL BUSINESS.** This primary objective of this course is to provide an understanding of an international perspective on the part of business managers. Provides an integrative framework for the study of the economic and competitive environment in which international business firms operate, and discusses the impact of these environments upon managerial tasks and decisions *Prerequisite: ECON 235, 236. (3) Fall.*

**INTBUS 486. INTERNATIONAL BUSINESS LAW.** The study of legal principles governing international trade, focusing on broad contemporary unifying activities found in international conventions such as the European Economic Community Act, the International Banking Act, and the Carriage of Goods by Sea Act. *Prerequisite: INTBUS 360. (3) Fall and Spring.*

**INTBUS 487. INTERNATIONAL MARKETING.** The study of principles affecting international marketing designed to acquaint students with the growing importance of world marketing in the U.S. and the strategic issues involved. *Prerequisite: BUS 132,251. (3) Fall or Spring.*

**INTBUS 488. INTERNATIONAL COMPARATIVE MANAGEMENT.** The study of corporate management styles of the U.S. and its major trading partners, and the effects of overseas investments of foreign economies with emphasis on the emerging managerial structures. *Prerequisites: INTBUS 360 or Instructor's permission. (3) Fall Or Spring.*



**INTBUS 489. INTERNATIONAL ECONOMIC POLICY.** The study of current economic developments in foreign and U.S. economic policy. Topics include: international economic aid, trade, the U.S. role in the international economy; exchange rate instability; balance of payments problems; and the role of institutions such as World Bank, International Monetary Fund, and GATT. *Prerequisites: INTBUS 360 or Instructor's permission. (3) Fall or Spring.*

**INTBUS 490. SPECIAL TOPICS IN INTERNATIONAL STUDIES.** This capstone course provides an opportunity to demonstrate the knowledge and abilities acquired through prior study. Students do projects and seminars on topics selected on the basis of new and emerging business procedures, technology, and standards of practice in International Business. Evaluation process includes the writing and preparation of business research projects. *Prerequisite: BUS 223, OMS 460, and Senior standing. (3) Fall or Spring.*

**OMS 460. TECHNICAL WRITING.** Instruction in composing and organizing manuscripts stressing general principles of technical writing. Emphasis is also placed on formatting technical documents, such as research and business proposals, reports, and software documentation. *Prerequisite: CIS 240. (3) Spring. Fee: \$10.00.*

## **POLITICAL SCIENCE**

**POL SC 131. AMERICAN NATIONAL GOVERNMENT.** Introduction to the federal government, with emphasis given to the organization and operation of the three major branches. *(3) Spring or Fall.*

**POL SC 133. POLITICAL IDEOLOGIES.** Introduction to basic contemporary political ideologies, including theoretical foundations of democracy, socialism, communism, and nationalism. *(Required one semester of all majors who are freshmen.) (3) Fall.*

**POL SC 231. INTRODUCTION TO POLITICAL SCIENCE.** Introduction to basic theories methods, and concepts of political science, with emphasis on the role of ideology and interests in the political process. *(3) Fall or Spring.*

**POL SC 232. BLACK POLITICAL MOVEMENTS.** Examination of attempts by African Americans to gain access to the political process between 1865 and the present. Case study approach taken to analyze political; and social movements. *(3) Spring.*

**POL SC 233. AMERICAN STATE AND LOCAL GOVERNMENT.** Study of major characteristics of public policy making process at three levels of the American political system - federal, state and local. *(3) Spring.*

**POL SC 234. POLITICAL PARTIES.** Study of origins, structures, functions and practices of political parties. Emphasis on dynamics of American two-party and third world single party systems. *(3) Fall.*

**POL SC 235. AMERICAN EXECUTIVE PROCESS.** Assessment of the role of the presidential, state gubernatorial and municipal executive offices in the American system of government. Analysis of constitutional status and powers, selection, administrative responsibilities, legislative and political leadership, accountability and responsibility of chief executives. *(3) Fall.*

**POL SC 331. AMERICAN LEGISLATIVE PROCESS.** Study of the nature of legislative process in the United States, including organization and procedures, direct legislation, and the relationship of law making bodies to other branches of government. *(3) Fall.*

**POL SC 332. COMPARATIVE POLITICS.** Comparison of political systems in western and non-western nations. *(3) Spring.*

**POL SC 333. AMERICAN JUDICIAL PROCESS.** Analysis of the structure and functions of judicial systems, including organization, administration and politics of judicial bureaucracies. Also, an assessment of the role of judges, juries, counsel, litigants, and interest groups in the adjudication process. *(3) Fall.*

**POL SC 334. AMERICAN POLITICAL THOUGHT.** Study of American political ideas from colonial times to the present. Special attention to African-American political thought. *(3) Fall.*

**POL SC 335. CONSTITUTIONAL LAW.** Study of major Supreme Court decisions in relation to the growth and development of the United States Constitution. (3) *Fall*.

**POL SC 336. THE GOVERNMENT AND POLITICS OF LATIN AMERICA.** Survey of politics in the region, including ideologies, the role of revolutions, sources of instability, and party and interest group developments. Also includes an assessment of the connections between political, social and economic structures, and the diplomatic ties between Latin America and the United States. (3) *Fall*.

**POL SC. 337. INTERNATIONAL RELATIONS.** An introduction to and analysis of the factors affecting the relationships between nations. Emphasis is placed on the functions of economic and military power, diplomacy, and international law and organization. (3) *Spring*.

**POL SC 441. STATISTICAL ANALYSIS/QUANTITATIVE ANALYSIS.** Introduction to quantitative research techniques of political science and the machinery for obtaining and interpreting data. (3) *Spring*.

**POL SC 442. PUBLIC ADMINISTRATION.** Analysis of the role of public agencies in a democracy, including decision-making processes and organizational structures. (3) *Fall*.

**POL SC 443. AFRICAN POLITICS.** Study of political practices and perspectives in Africa. Emphasis on emerging independent nations of sub-Saharan Africa, including political change, the role of nationalism, cultural duality, nation-building, and Pan Africanism. (3) *Fall*.

**POL SC 444. INDEPENDENT STUDY.** Introduction to independent research for Seniors only with previously approved project. *Prerequisite: POL SC 441. (2-) Fall or Spring.*

# DIVISION OF SOCIAL, URBAN AND INTERNATIONAL STUDIES

## Course Offerings for the Fall, 1996-Fall, 1998

Course No.	Course Name	Fall, 1996 No. of Sects.	Spring, 1997 No. of Sects.	Summer, 1997 No. of Sects.	Fall, 1997 No. of Sects.	Spring, 1998 No. of Sects.	Summer, 1998 No. of Sects.	Fall, 1998 No. of Sects.
CJ 101	Intro. to Criminal Justice	1	1	0	1	1	0	0
CJ 102	Criminal Procedure	0	1	0	0	1	0	0
CJ 235	Law Enforcement	1	1	0	1	1	0	1
CJ 300	Intro. to Corrections	1	1	0	1	1	0	1
CJ 304	Criminal Justice Research	1	0	0	1	0	0	0
CJ 307	Crim. Justice Internship	1	1	1	1	1	1	1
CJ 308	Crim. Justice Internship	1	1	1	1	1	1	3
CJ 310	Crim. Justice Organization	0	1	0	0	1	0	0
CJ 401	Criminal Law	0	1	0	0	1	0	1
CJ 405	Probation & Parole	1	0	0	1	0	0	1
CJ 406	Criminal Court System	0	1	0	0	1	0	0
CJ 412	Correctional Management	1	1	0	1	1	0	1
FREN 131	Elem. French I	3	1	0	3	1	0	3
FREN 132	Elem. French II	1	3	0	1	3	0	1
FREN 231	Interm. French I	1	0	0	1	0	0	1
FREN 232	Interm. French II	0	1	0	0	1	0	0
FREN 233	Business Comm in French	1	0	0	1	0	0	0
FREN 234	Business Comm in French	0	0	0	0	1	0	0
FREN 235	Conversation and Phonetics	0	0	0	1	0	0	1
FREN 236	Conversation and Phonetics	0	0	0	0	0	0	0

# DIVISION OF SOCIAL, URBAN AND INTERNATIONAL STUDIES

Course Offerings for the Fall, 1996-Fall, 1998

FREN 331	Survey of French Lit.	0	0	0	0	1	0	0	1
Course No.	Course Name	Fall, 1996 No. of Sects.	Spring, 1997 No. of Sects.	Summer, 1997 No. of Sects.	Fall, 1997 No. of Sects.	Spring, 1998 No. of Sects.	Summer, 1998 No. of Sects.	Fall, 1998 No. of Sects.	
FREN 332	Survey of French Lit.	0	0	0	0	0	0	0	
FREN 333	French Civilization	0	0	0	1	0	0	1	
FREN 334	French Lit. Of 17th and 18th Century	0	0	0	0	0	0	1	
FREN 335	French Lit. Of 17th	0	0	0	0	0	0	0	
FREN 336	Black Writers in French	0	1	0	0	1	0	0	
FREN 338	French Lit. of 19th Century	0	0	0	0	0	0	0	
FREN 339	French Lit of 19th Century	0	0	0	0	0	0	0	
FREN 401	French Lit of 20th Century	0	0	0	0	0	0	0	
FREN 431	Senior Seminar	0	0	0	0	0	0	0	
FREN 432	Senior Seminar	0	0	0	0	0	0	0	
GEOG 331	Principle of Geography	1	0	0	1	0	0	0	
GEOG 332	Regional Geography	0	1	0	0	1	0	0	
GERM 131	Elem. German I	1	0	0	1	0	0	1	
GERM 132	Elem. German II	0	1	0	0	1	0	0	
GERM 231	Interm. German I	1	0	0	1	0	0	1	
GERM 232	Interm. German II	0	1	0	0	1	0	0	
GERM 233	Business Comm. German	1	0	0	1	0	0	1	
GERM 235	Business Comm. German	0	1	0	0	1	0	0	
PLPS 131	Am. National Government	1	1	1	1	1	1	1	



Course No.	Course Name	Fall, 1996 No. of Sects.	Spring, 1997 No. of Sects.	Summer, 1997 No. of Sects.	Fall, 1997 No. of Sects.	Spring, 1998 No. of Sects.	Summer, 1998 No. of Sects.	Fall, 1998 No. of Sects.
PLPS 133	Political Ideologies	1	0	0	0	0	0	1
PLPS 231	Intro. to Political Science	0	1	1	1	1	0	1
PLPS 232	Black Political Movements	0	0	1	0	1	0	0
PLPS 233	American State & Local Government	0	0	0	0	1	0	0
PLPS 234	Political Parties	0	0	0	0	0	0	1
PLPS 235	American Executive Process	0	0	0	0	0	0	1
PLPS 331	American Legislative Process	0	0	0	0	0	0	1
PLPS 332	Comparative Politics	0	0	1	0	1	1	0
PLPS 333	American Judicial Process	0	0	0	0	0	0	1
PLPS 334	American Political Thought	0	0	1	0	0	1	0
PLPS 335	Constitutional Law	0	0	0	0	0	0	1
PLPS 336	The Gov. & Politics of Latin American	0	0	0	0	0	0	0
PLPS 337	International Relations	0	0	0	0	1	0	0
PLPS 441	Statistical Anal/Quan Anal	0	0	0	0	1	0	0
PLPS 442	Public Administ	1	0	0	0	0	0	1
PLPS 443	African Politics	1	0	0	0	0	0	1
PLPS 444	Ind. Study	1	1	1	1	1	1	1

# DIVISION OF SOCIAL, URBAN AND INTERNATIONAL STUDIES

Fall, 1996-Fall, 1998

Course Offerings for the

Course No.	Course Name	Fall, 1996 No. of Sects.	Spring, 1997 No. of Sects.	Summer, 1997 No. of Sects.	Fall, 1997 No. of Sects.	Spring, 1998 No. of Sects.	Summer, 1998 No. of Sects.	Fall, 1998 No. of Sects.
PSYCH 232	Gen. Psych.	0	1	1	1	1	1	1
PSYCH 325	Exper. Psych.	1	0	0	1	0	0	1
PSYCH 330	Child Dev. I	1	1	0	1	1	0	1
PSYCH 331	Child Dev. II	0	1	0	1	0	0	1
PSYCH 332	Psych of Adol.	1	1	0	1	0	0	1
PSYCH 333	Personality & Adjustment	0	1	0	0	1	0	0
PSYCH 335	Abnormal Psych.	0	1	0	0	1	0	0
PSYCH 336	Sensation & Perception	1	0	0	1	0	0	0
PSYCH 339	Learning & Motivation	1	0	0	1	0	0	0
PSYCH 431	Industrial Psych.	0	1	0	0	1	0	0
PSYCH 433	Psych. Testing	0	1	0	0	1	0	0
PSYCH 462	Human Dev.	0	0	0	1	0	0	1
PSYCH 460	Psych of Except. Children	1	0	0	1	0	0	1
SOC 132	Intro. to Sociology	2	3	1	2	3	1	0
SOC 231	Modern Social Problems	1	1	1	1	1	1	0
SOC 232	Contemp. Family Life	1	1	0	1	1	0	0
SOC 234	Social Psychology	1	1	0	1	1	0	0
SOC 235	Urban Sociology	2	0	0	1	0	0	0
SOC 322	Criminology	1	1	0	1	1	0	1
SOC 323	Intro. to Soc. Research	0	0	0	0	0	0	0
SOC 327	Race Relations	0	1	0	0	1	0	0
SOC 331	Intro. to Social Welfare	1	1	0	1	1	0	0
SOC 333	Intro. to Social Casework	1	0	0	1	0	0	1
SOC 335	Social Theory	1	1	0	1	1	0	1
SOC 364	Soc. Stats.	1	1	0	1	1	0	1

Course Offerings for the Fall, 1996-Fall, 1998

Course No.	Course Name	Fall, 1996 No. of Sects.	Spring, 1997 No. of Sects.	Summer, 1997 No. of Sects.	Fall, 1997 No. of Sects.	Spring, 1998 No. of Sects.	Summer, 1998 No. of Sects.	Fall, 1998 No. of Sects.
SOC 436	Field Experience	1	1	0	1	1	0	1
SOC 442	Juvenile Delq.	0	0	0	0	0	0	0
SOC 443	Community Organization	0	1	0	0	1	0	0
SOC 451	Social Science Research	1	1	0	1	1	0	1
SPAN 131	Elementary Spanish I	6	1	1	6	1	1	6
SPAN 132	Elementary Spanish II	1	6	1	1	6	1	6
SPAN 231	Intermediate Spanish I	0	1	0	0	1	0	0
SPAN 232	Intermediate Spanish II	0	1	0	0	1	0	0
SPAN 233	Bus. Comm. Spanish	1	0	0	1	0	0	1
SPAN 234	Bus. Comm. Spanish	0	1	0	0	1	0	0
SPAN 235	Conversation	0	0	0	0	0	0	0
SPAN 236	Spanish	0	0	0	0	0	0	0
SPAN 331	Survey of Spanish Lit. I	0	0	0	1	0	0	1
SPAN 332	Survey of Spanish Lit. II	0	1	0	0	1	0	0
SPAN 333	Lit. of 12 <sup>th</sup> 14 <sup>th</sup> Century	0	0	0	0	0	0	0
SPAN 334	Lit. of 15 <sup>th</sup> 16 <sup>th</sup> Century	0	0	0	0	0	0	0
SPAN 335	Lit of 17 <sup>th</sup> -18 <sup>th</sup> Century	0	0	0	0	0	0	0
SPAN 336	Lit. of 19 <sup>th</sup> Century	0	0	0	0	0	0	0
SPAN 338	Spanish Am I	0	0	0	0	0	0	0
SPAN 339	Spanish Am II	0	0	0	0	0	0	0
SPAN 401	Spanish Am Lit III Cont.	0	0	0	0	0	0	0
SPAN 431	Senior Seminar	0	0	0	0	0	0	0
SPAN 432	Senior Seminar	0	0	0	0	0	0	0







## **DIVISION OF MILITARY SCIENCE**

### **U.S. ARMY RESERVE OFFICER TRAINING CORPS (ROTC)**

#### **MISSION**

The mission of the Military Science Department is to commission the future officer leadership of the United States Army and motivate young people to be better Americans. Our mission is accomplished through recruiting, selecting, motivating, training, and retaining students who possess leadership potential. In achieving our mission, we provide a unique opportunity for our students by providing both training and experience in leadership and management. Army ROTC develops self-discipline, responsibility and confidence - qualities basic to success in the army or in a civilian career. ROTC gives students a valuable opportunity to build for the future.

ROTC graduates are leaders, thinkers and decision-makers. They meet problems head-on and solve them quickly. They know how to adapt to situations and take charge. They will find that their background and experience in ROTC can be a valuable asset if they decide to pursue a civilian career or a career in the army. The practical experience they gain by leading people and managing money and equipment can place them far ahead of other college graduates competing for jobs that lead to top management positions.

#### **Objectives**

The Military Science Program of Instruction is structured to develop within students:

1. A strong personal integrity, and a sense of duty;
2. A strong sense of individual responsibility and accountability;
3. An understanding of the principles of leadership, time management, and organizational structures;
4. The ability to communicate effectively both orally and in writing;
5. A general knowledge of the historical development of the U.S. Army and its role in support of national objectives;
6. An understanding of military life as a commissioned officer to include opportunities and obligations; and
7. The ability to apply principles of leadership, management, and tactics.

#### **FINANCIAL ASSISTANCE**

##### **ROTC Scholarships**

At Saint Augustine's College, the award of an Army ROTC scholarship may be the means to a FREE college education for qualified students. The President of the College has agreed to provide free room and board to any Saint Augustine's College student that is awarded a competitive two-, three-, or four-year Army ROTC scholarship. Special consideration for any Army ROTC scholarship is given to students pursuing degrees in nursing, engineering, the physical sciences, and other technical skills currently in demand by the army. Students who receive a scholarship will be required to attain an undergraduate degree in the field in which the scholarship is awarded.

Four-year scholarships will be awarded to students entering college as freshmen. Three- and two-year scholarships are awarded to students currently enrolled in college and army enlisted personnel on active duty. Additionally, two-year scholarships are available to students who attend Basic Camp of the two-year program. These scholarships are awarded based upon outstanding performance.

Each scholarship pays for tuition, required educational fees, and provides a specified amount for books, supplies, and equipment. Each scholarship also includes a monthly stipend of \$150 (up to \$1,500 a year) for every year the scholarship is in effect.

##### **Other Scholarships**

Each academic year various veterans organizations and other military related activities make scholarship funds available to students enrolled in Army ROTC. (Organizations making these awards are USAA, AUSA, VFW, etc.).

## Stipends

All cadets in the Advanced Course (Juniors and Seniors) receive a monthly stipend of \$150 for each of these two years (this is not in addition to the stipend provided to scholarship winners), as well as payment for attending the six-week Advanced Camp. Students attending the Basic Camp are also paid while attending camp.

## Simultaneous Membership Program (SMP)

This program provides an opportunity for students who belong to a Reserve or National Guard Unit, as enlisted soldiers, to also be members of the Army ROTC Program.

As a reservist or guardsman, these students, as freshmen or sophomores, can make \$2,700 for one summer by attending the enlisted basic and advanced individual training. This is in addition to money earned for the weekend drill with their unit.

A student accepted for the SMP and the Army ROTC Advanced Course retains affiliation with the Reserve or Guard Unit as an officer trainee and is paid for drills and assemblies plus up to \$1,000 a year in monthly stipends of \$100 each.

SMP members are also eligible for certain veterans', reserves', or national guard's educational benefits.

## Veterans Benefits

Veterans may be eligible to compete for ROTC scholarships, and may also receive any VA benefits to which they would be normally entitled. In addition, veterans who return to active duty as officers may count their prior **active duty** enlisted time toward longevty pay and retirement.

## COMMISSIONING REQUIREMENTS

1. Satisfactory completion of:
  - a. The Basic Course (via class attendance and/or placement credit);
  - b. The Advanced Course;
  - c. The Advanced Camp
  - d. A course in Military History (HIST 432);
  - e. A course in Computer Science (see Program of Instruction); and
  - f. Three (3) courses (nine (9) hours) in the Enhanced Skills Training Program (see Program of Instruction).
2. The cadet must:
  - a. Maintain at least a 2.0 cumulative grade point average (GPA);
  - b. Pass a Department of Defense medical examination within 16 months of the date of commissioning;
  - c. Pass the Army Physical Fitness Test within six (6) months of the date of commissioning; and
  - d. Not have exceeded the 30th birthday (25th for scholarship students).

## PROGRAM DESCRIPTION

### The Four-Year Curriculum

The ROTC Program is based on a four-year curriculum intended to be integrated with the normal baccalaureate degree program. Flexibility is provided through a number of options and alternatives. These alternatives recognize previous military related experience and provide accelerated or compressed instruction to allow late entry into the program.

The Four-Year Program is divided into two parts: The Basic Course and the Advanced Course.

The Basic Course is usually taken during the freshman and sophomore (MS I and MS II, respectively) years of college and covers such subjects as management principles, national defense, physical fitness, field sanitation and leadership development. There is no military obligation for enrollment in the Basic Course. After they have completed the basic course, students who have demonstrated the potential to become officers and who have met the physical, moral and scholastic standards are eligible to enroll in the advanced course.

The Advanced Course is usually taken during the Junior and Senior years (MS III and MS IV, respectively). It includes instruction in organization and management, tactics, ethics, professionalism, and further leadership development.

The Advanced Course is usually taken during the Junior and Senior years (MS III and MS IV, respectively). It includes instruction in organization and management, tactics, ethics, professionalism, and further leadership development.

During the summer between their junior and senior years, Advanced Course cadets attend a fully-paid, six-week Advanced Camp. This camp gives cadets the chance to put into practice the theories and principles they learned in the classroom and introduces them to army life both in garrison and in the field.

### **The Two-Year Program**

The Two-Year Program is designed for juniors, and community college graduates, veterans with prior college credit, students at four-year colleges who did not take ROTC during their first two years, students entering a two-year, post-graduate course of study and high school students who plan to attend military junior colleges. To enter the Two-Year Program, students must first attend a fully-paid, six-week Basic Camp, normally held during the summer between their sophomore and junior years of college. After successfully completing Basic Camp, students who meet necessary requirements may enroll in the Advanced Course.

### **Placement Credit**

Veterans, reservists, and students with at least three years of Junior ROTC training seeking enrollment in the Advanced Course may be given credit for up to three (3) semester(s) of Basic Course Training. Eligible students may apply to the Professor of Military Science.

### **Compression**

As a sophomore, the first two years may be compressed into a single year by simultaneous enrollment in MS I and MS II. This requires the approval of the Professor of Military Science.

### **Select Training Program**

Highly motivated and very promising students may be selected by the Professor of Military Science for participation in elite off-campus summer training programs. These include Airborne School, Cadet Troop Leader Training, Air Assault School, and Northern Warfare Training.

### **Textbooks, Uniforms, and Equipment**

All textbooks, uniforms, and instructional materials are provided free of charge.

### **Cadet Activity Fee**

This fund is used to defray the cost of the Annual Military Ball, Formal Dining-In, and other department-wide activities (\$25.00 per semester).

### **Course Tuition**

ROTC is taken free of charge. If ROTC creates a situation where the student is placed in an overload status. No overload fee will be assessed for credit hours earned through Military Science instruction.

### **Physical Fitness Training Clothing**

Contracted and scholarship cadets must purchase running shoes and two sweat suits for physical fitness training. All other students are encouraged to purchase a pair of running shoes and at least one sweat suit. The sweat suit must be the one designed for Army ROTC and sold in the college bookstore or the army gray physical fitness uniform which is sold at the Fort Bragg clothing sales store.

## PROGRAM OF INSTRUCTION

### ROTC Course Substitution Arrangement

A student enrolled in the ROTC Program will have the opportunity to substitute certain ROTC courses for certain regular college courses of the General Education Program. This opportunity is provided to accommodate the student who plans to continue in ROTC for commissioning and the student whose participation in ROTC is restricted to a specific length of time. See ROTC advisor and/or academic major advisor for advisement about enrollment in other ROTC substitutions.

Credit for a course after withdrawal from the ROTC Program will require a statement of support from the Professor of Military Science, verifying the student's inability or ineligibility to continue in the ROTC Program.

#### \*ROTC/MILITARY SCIENCE COURSES FOR SUBSTITUTIONS

ROTC 430	Enhanced English Expression and Writing
ROTC 431	Enhanced Oral Communication
ROTC 433	Enhanced Math
MS 432**	Survey of Military History
MS 402	Advanced Military Science
MS 301	Advanced Military Science
MS 101 - 202	Basic Military Science
201, 202	Intermediate MS

#### REGULAR SAINT AUGUSTINE'S COURSES

ENG 131 Writing Across the Curriculum	3
COMM 201 Communication Skills	3
MATH One course selected from III.A.	3
HIST 133 World Civilization	3
Social Science required course or elective	3
One Humanities elective	3
PE 102 -115 Physical Education	1½
LIS 221	3
	<u>22½</u>

\* A grade of "C" or better must be earned in each course for substitution credit to be granted.

\*\* ROTC enrollees who are Teacher Education majors must not take this course because of specific competencies related to certification.

### THE BASIC COURSE

#### Course Requirements

<u>Course Number</u>	<u>Descriptive Title</u>	<u>Hours</u>
MS 101	Basic Military Science	2
MS 102	Applied Leadership & Management	2
MS 201	Intermediate Military Science	2
MS 202	Intermediate Military Science	2
MS 236	Basic Camp	6
MS 100	Basic Leadership Lab	0
	(Must be taken with MS 101 and MS 102.)	
MS 200	Intermediate Leadership Lab	0
	(Must be taken with MS 201 and MS 202)	

#### Alternate Ways of Satisfying Basic Course Requirements

1. MS 236 - A six-week summer camp at Fort Knox, Kentucky;
2. Basic Course requirements, if approved by the Professor of Military Science, may be waived for veterans or other persons with prior military experience and/or training, provided they demonstrate the accepted level of performance for the Basic Course;
3. There is no military obligation incurred by participation in the Basic Course.

#### Enrollment Requirements

Students desiring to enroll in the Basic Course must:

1. Be of good moral character;



2. Be U. S. citizens; there are limited exceptions as approved by PMS;
3. Be at least 17 years old to begin ROTC; and
4. Be a full time student at Saint Augustine's College, pursuing a course of instruction leading to an approved baccalaureate degree.

## THE ADVANCED COURSE

### Course Requirements

<u>Course Number</u>	<u>Descriptive Title</u>	<u>Hours</u>
MS 301	Advanced Military Science	3
MS 302	Advanced Military Science	3
MS 303	Advanced Camp	6
MS 401	Advanced Military Science	3
MS 402	Advanced Military Science	3
MS-HIST 432	A Survey of Military History	3
MS 300	Advanced Leadership Lab	0
	(Must be taken with MS301 and MS 302)	
MS 400	Advanced Leadership Lab	0
	(Must be taken with MS 401 and MS 402)	

### Enrollment Requirements

Students desiring to enroll in the Advanced Course must:

1. Demonstrate leadership and officer potential;
2. Have at least two full academic years remaining in college;
3. Have Basic Course completion credit;
4. Successfully complete the current aptitude or screening tests and any other prescribed surveys or evaluations;
5. Be medically qualified;
6. Execute a written contract with the U.S. Army;
7. Possess at least a 2.0 cumulative grade point average;
8. Be selected by the PMS;
9. Execute a loyalty oath or affirmation;
10. Not be conscientious objectors;
11. Be U. S. citizens; and
12. Be enrolled full-time at Saint Augustine's College, and pursuing a course of instruction leading to an approved baccalaureate degree.

### Additional Required Courses

#### Course requirement

(These courses may be taken during the freshman, sophomore, junior or senior year.)

- (1) COMPUTER LITERACY
 

CIS 240 Microcomputer Software Application I	3 semester hours
--	------------------
- (2) ENHANCED SKILLS TRAINING PROGRAM
 

9 semester hours	9 semester hours
a. Enhanced Reading Skills	3 semester hours
(comprehension, vocabulary development, and cognitive skills)	
b. Enhanced Mathematical Skills and College Algebra	3 semester hours
c. Enhanced English Expression and Skills	3 semester hours
d. Enhanced Oral Communications Skills (cognitive skills)	3 semester hours

#### d. Stipend

Each advanced course student will be paid a monthly stipend of \$150 for up to 10 months a school year, or a total of 20 months.

## COURSE DESCRIPTIONS

**MS 101. BASIC MILITARY SCIENCE.** A performance-based program designed to provide a student the opportunity to develop those skills which are important for platoon leadership. This objective is accomplished by presenting students a realistic overview of the total force army and providing training and practice in soldiering skills essential for effective unit leadership. *OPEN TO ALL STUDENTS. (2) Fall. Fee: \$25.00.*

**MS 102. APPLIED LEADERSHIP AND MANAGEMENT.** A performance-based program designed to provide a student the opportunity to develop those skills which are important for platoon leadership. This objective is accomplished by presenting students a realistic overview of the platoon leader's job and providing training and practice in leadership and management principles and skills. *OPEN TO ALL STUDENTS. (2) Spring. Fee \$25.00.*

**MS 201. INTERMEDIATE MILITARY SCIENCE.** A performance-based program designed to provide a student the opportunity to develop those skills which are important for platoon leadership. This objective is accomplished by presenting students skills and information essential to effective unit leadership. *OPEN TO ALL STUDENTS. (2) Fall. Fee: \$25.00.*

**MS 202. INTERMEDIATE MILITARY SCIENCE.** A performance-based program designed to provide a student the opportunity to develop those skills which are important for platoon leadership. This objective is accomplished by presenting students tactical doctrine and by providing training and practice in soldier skills essential for effective unit leadership in a tactical environment. *OPEN TO ALL STUDENTS. (2) Spring. Fee: \$25.00.*

**MS 236. BASIC CAMP.** A six-week course conducted at Fort Knox, Kentucky. This provides training equivalent to the Basic Course and is designed to qualify students for ROTC Advanced Course. Emphasis is placed on training in the basic military skills of leadership, weapons, communications, tactics, map reading, and physical training. Basic Camp applications must be made through the Professor of Military Science. *(6) Summer.*

**MS 301. ADVANCED MILITARY SCIENCE.** A performance-based program designed to develop leadership skills. This objective is accomplished by presenting students with practical exercises in tactical doctrine and essential junior officer task. *Prerequisite: Successful completion of Basic Course requirements. (3) Fall. Fee \$25.00.*

**MS 302. ADVANCED MILITARY SCIENCE.** A continuation of the performance-based program designed to develop leadership skills. This objective is accomplished through exercising tactical and management skills in simulated leadership positions. *Prerequisite: Successful completion of MS 301. (3) Spring. Fee: \$25.00.*

**MS 303. ADVANCED CAMP.** A six-week, fully paid course conducted at Fort Bragg, North Carolina. Must successfully complete prior to commissioning. *Prerequisites: MS 301 and 302. Cadets will put into practice the leadership, tactical and soldier skills learned in the classroom and lab. (6) Summer.*

**MS 401. ADVANCED MILITARY SCIENCE.** A performance program designed to complete the pre-commissioning phase of an Army Lieutenant. Students accomplish this objective by performing tasks routinely expected of junior officers. Students are also instructed in the ethics of the military profession. *Prerequisite: Successful completion of MS 302. (3) Spring. Fee: \$25.00.*

**MS 402. ADVANCED MILITARY SCIENCE.** A performance program which continues the cadet's transition to a commissioned second lieutenant. Contemporary military challenges and issues are examined. Students continue to accomplish and practice junior officer performance tasks and skills. *(3) Spring. Fee: \$25.00.*

**MS 432. SURVEY OF MILITARY HISTORY.** A performance-based information program designed to examine the lessons of history and apply the lessons to the treatment of contemporary military problems. This objective is accomplished by presenting students an historic survey of warfare and the relationship between the soldier and the state. *REQUIRED FOR COMMISSIONING. (3) Fall.*

**NOTE:** All military science courses include a mandatory 1 ½ hours leadership laboratory.

## ROTC ENHANCED SKILLS TRAINING PROGRAM (ESTP)

The ROTC Enhanced Skills Training Program (ESTP) is intended to improve skill levels in (1) Reading, (2) Written English Expression, (3) Mathematics, (4) Oral Communications, and (5) Cognitive Skills as they relate to on-duty performance requirements in the United States Army. Saint Augustine's College has contracted to teach four courses. These courses may be taken during the freshman, sophomore, junior or senior year.

All cadets are tested and enrolled in the above courses based upon the test results. Courses are conducted concurrently with the regular college terms with no fewer hours of instruction than other classes with similar titles and descriptions. There is no additional charge for these courses. Students are expected to complete nine (9) hours of classes in the Enhanced Skills Training Program prior to commissioning.

ROTC	Enhanced Reading
ROTC	*Enhanced Reading (Advanced)
ROTC	Enhanced English and Writing
ROTC	Enhanced Oral Expression
ROTC	Enhanced Math
ROTC	**Enhanced Math (Advanced)

---

\* The Enhanced Reading (Advanced) will only be available to those students who score at or above the 60th percentile on the Nelson Denny Reading Test.

\*\* The Enhanced Math (Advanced) will only be available to those students who score at or above the 85th percentile on the Descriptive Test of Mathematics Skills (Arithmetic and Algebra).

The ESTP classes are not remedial but are designed to enhance the skills already developed in the regular college English and math classes. Students in the ESTP classes will receive college level work and instruction and will be evaluated according to the grading standards established by the College. It is required by the Army that students be given a pre- and post-test. Students who do not score at the 60th percentile on the Nelson Denny Reading Test, and the 85th percentile on the Descriptive Test Mathematics Skills (both arithmetic and algebra) and a holistic score of eight (8) on their writing post-test will receive an "I" (incomplete) until they satisfy the College and Army requirements.

Course Offerings for the **DIVISION OF MILITARY SCIENCE** **Fall, 1996 - Fall, 1998**

Course No.	Course Name No. of Sects.	Fall, 1996 No. of Sects.	Spring, 1997 No. of Sects.	Summer, 1997 No. of Sects.	Fall, 1997 No. of Sects.	Spring, 1998 No. of Sects.	Summer, 1998 No. of Sects.	Fall, 1998 No. of Sects.
MIL SC 101	Basic Military Science	3	0	0	3	0	0	3
MIL SC 102	Applied Leadership Management	0	3	0	0	3	0	0
MIL SC 201	Intermediate Military Science	3	0	0	3	0	0	3
MIL SC 202	Intermediate Military Science	0	3	0	0	3	0	0
MIL SC 301	Adv. Military Science	2	0	0	2	0	0	2
MIL SC 302	Adv. Military Science	0	2	0	0	2	0	0
MIL SC 401	Adv. Military Science	1	0	0	1	0	0	1
MIL SC 432	Survey of Mil. History	0	1	0	0	1	0	0
MIL SC 100	Basic Leadership Lab	1	1	0	1	1	0	1
MIL SC 200	Intermediate Leadership Lab	1	1	0	1	1	0	1
MIL SC 300	Adv. Leadership Lab	1	1	0	1	1	0	1
MILSC 400	Adv. Leadership Lab	1	1	0	1	1	0	1





# **OFFICERS OF ADMINISTRATION SAINT AUGUSTINE'S COLLEGE**

**Bernard W. Franklin, B.A., M.Ed., Ed.D.**  
**President**

**Graham E. Watt, B.S., M.S., Ph.D.**  
**Executive Assistant to the President**

**Mabel Jones Matthews, B.S.B.A., M.B.A., Ed.D.**  
**Dean of Academic Affairs**

**Eugene E. Nicholas, CPA, B.S.**  
**Vice President for Business and Finance**

**Angeline P. Sligh, B.S.**  
**Vice President for Telecommunications and Information Services**

**James E. Burt, B.A.**  
**Interim Vice President for Development**

**Gilbert A. Knowles, B.S.**  
**Dean of Student Affairs**

**Everett A. Days, A.B., M.S.L.S., M.P.A., M.A., Ed.D.**  
**Director of Library Services**

**Raleigh D. Hairston, B.S., M.S.W., M.A., D.Min.**  
**College Chaplain**

**Keith M. Powell, B.S., M.A.**  
**Director of Admissions**

**Wanda C. White, B.A., M.Ed.**  
**Director of Financial Aid**

**A. Larry Partee, B.A., B.S.**  
**Registrar**

**Donald R. Armstrong, B.S., M.A.**  
**Director of Educational Talent Search/Upward Bound**

*Jerelene F. Carver, B.A., M.Ed.*  
*Director of the Student Development Center*

*Carol Jones-Hunter, B.A.*  
*General Manager, WAUG-AM 750 & TV 68*

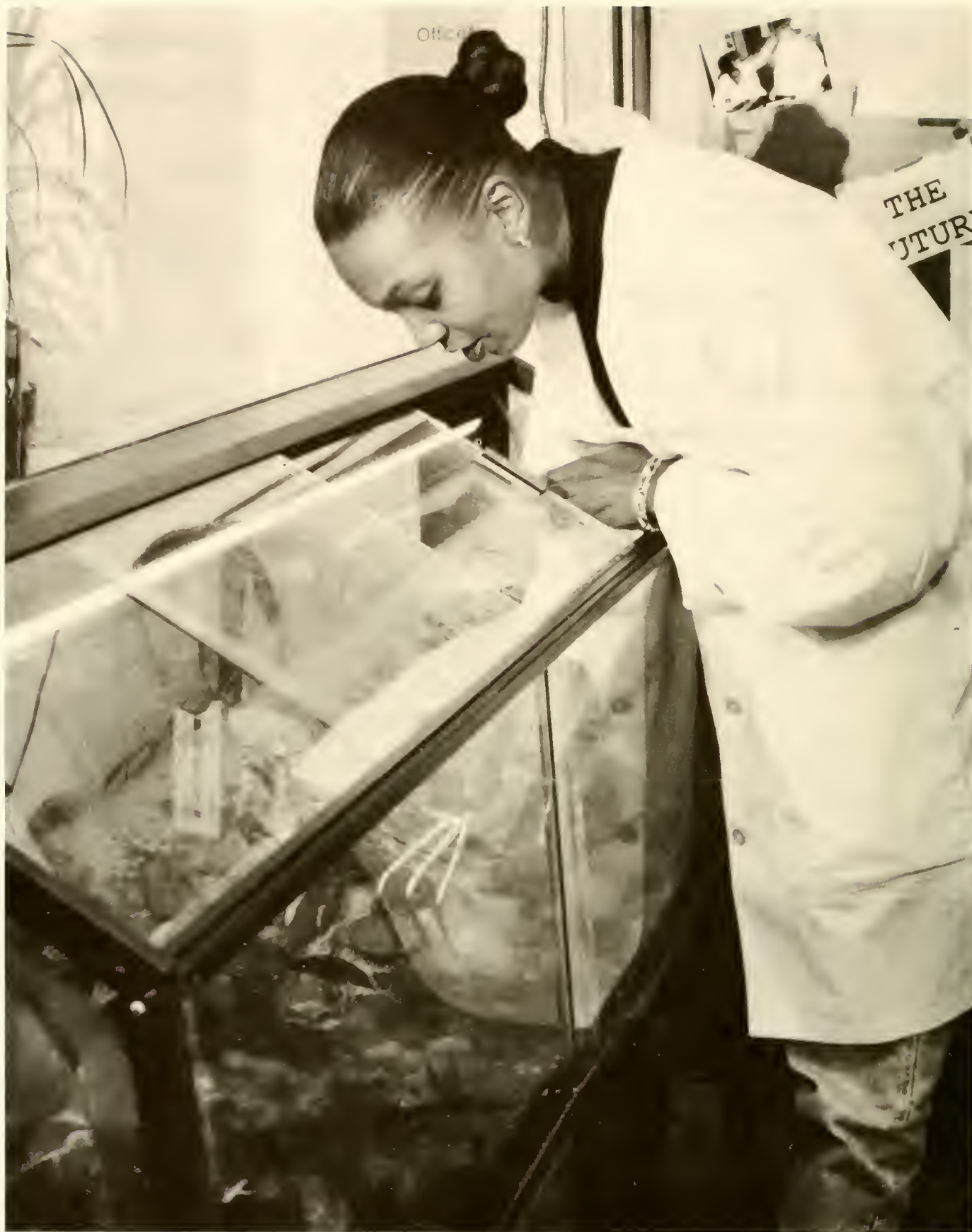
*Sandra C. White, B.S., M.A.*  
*Director of Alumni Affairs*

*Debra L. Derr, B.S.*  
*Director of Marketing/Public Affairs*

***PRESIDENTS EMERITI***

*Prezell R. Robinson, B.A., M.A., Ed.D.*  
*President Emeritus*

*James A. Boyer, B.A., M.A., Ed.D.*  
*President Emeritus*





# ***FACULTY***

## **DIVISION OF BUSINESS**

**Lalchand T. Shimpi, Assistant Professor and Acting Chair (B.S., Science College, Dhrle, India; M.S., University of Poona, India; M.A., M.S., Ed.D., University of Massachusetts)**

### **DEPARTMENT OF BUSINESS ADMINISTRATION**

**Charles A. Biney, CPA, Assistant Professor (B.S., Saint Augustine's College; M.B.A., Atlanta University)**

**Renee L. Forbes, CPA, Associate Professor (B.S., Tennessee State University; M.B.A., Atlanta University)**

**Frank E. Godfrey, Associate Professor (B.S., Saint Augustine's College; M.B.A., Texas Southern University; M.P.A., Ed.D., Harvard University)**

**Ruby S. Hargrove, Assistant Professor (B.S.C., M.B.A., North Carolina Central University)**

**Mathias B. Materu, Associate Professor (B.S., University of Dar es Salaam, Tanzania; M.P.A., M.S., M.A., Ph.D., West Virginia University)**

**Mabel Jones Matthews, Associate Professor and Dean of Academic Affairs (B.S.B.A., Southeastern University; M.B.A., Atlanta University; Ed.D., University of Cincinnati)**

**Larry D. Peace, Assistant Professor (B.S.C., M.B.A., J.D., North Carolina Central University)**

**George E. Sanders, Instructor (B.A., Saint Augustine's College; M.A., North Carolina Central University)**

**Edith B. Ward, Assistant Professor (B.S., Florida A&M University; M.Ed., American University; CAGS, Ed.D., Virginia Tech)**

**Satina V. Williams, CPA, Assistant Professor (B.S., Benjamin Franklin University; M.B.A., University of North Carolina at Chapel Hill)**

### **DEPARTMENT OF COMPUTER SCIENCE**

**Lalchand T. Shimpi, Assistant Professor and Head (B.S., Science College, Dhrle, India; M.S., University of Poona India; M.A., M.S., Ed.D., University of Massachusetts)**

**Carl N. Fauntleroy, Jr., Assistant Professor (B.S., Hampton Institute; M.S., Johns Hopkins University)**

**Laxminarayana Ganapathi, Associate Professor (M.S., Mysore University, India; Ph.D., Indian Institute of Science, Bangalore, India)**

**Carolyn E. Knowles, Assistant Professor (B.S., Saint Augustine's College; M.A., Central Michigan University)**

**Robert VanFoote, Sr., Assistant Professor (B.S., Creighton University; M.S., University of Nebraska)**

## **DIVISION OF EDUCATION**

**Beverly Downing, Assistant Professor and Chair; Head Women's Basketball Coach (B.S., Livingstone College; M.A., Hampton Institute; D.A., Middle Tennessee State University)**

### **DEPARTMENT OF EDUCATION**

**Beverly Downing, Assistant Professor and Head (B.S., Livingstone College; M.A., Hampton Institute; D.A., Middle Tennessee State University)**

**Hattie J. Blue, Assistant Professor and Coordinator of Business Education (B.S., Fayetteville State University; M.S., University of North Carolina at Greensboro)**

**Furney E. Brown, Jr. Professor and Director of Governmental Affairs and Special Projects (B.S., Livingstone College; M.A., North Carolina Central University; Ed.D., University of Miami)**

**Cynthia M. Chamblee, Assistant Professor and Director of Early Field Experiences (B.A., University of North Carolina at Chapel Hill; M.Ed., Ed.D., North Carolina State University)**

**Irene R. Clark, Associate Professor and Coordinator of Biology Education (B.S., Virginia State College; M.Ed., University of Virginia)**

**Yvonne M. Coston, Assistant Professor and Coordinator of Mathematics Education (B.S., Fayetteville State University; M.Ed., Ph.D., North Carolina State University)**

**Everett A. Days, Professor and Director of Library Services (A.B., Morehouse College; M.S.L.S., Atlanta University; M.A., North Carolina Central University; M.P.A., Ed.D., North Carolina State University)**

**Cleveland E. Flowe, Jr., Assistant Professor and Coordinator of Music Education (B.S., Hampton Institute; M.M.Ed., Education, University of Michigan)**

**Kamau Kambon, Assistant Professor (A.B., University of Rhode Island, M.A., M.Ed., Ed.D., Teachers College, Columbia University)**

**George W. King, II, Instructor (B.A., East Carolina University; M.A., North Carolina Central University)**

**Ernestine Leach, Associate Professor and Coordinator of Teacher Education Improvement Activities of Title III (B.A., Saint Augustine's College; M.Ed., Ed.D., Rutgers University)**

**Sylvia A. Mason, Assistant Professor and Coordinator of Special and Exceptional Education (B.S., Appalachian State University; M.Ed., North Carolina Central University)**

**C. Vincent Spicer, Assistant Professor (On Sabbatical) (B.A., M.A., North Carolina Central University)**

**Renee M.D. Swain, Instructor and Coordinator of Physical Education (B.S., Saint Augustine's College; M.A., The Ohio State University)**

**Donald L. Watson, Associate Professor and Director of Student Teaching (B.S., M.Ed., Kutztown State College; Ph.D., University of Pittsburgh)**



*LaVerne R. Weldon, Assistant Professor, Coordinator of English Education; Director of Faculty/Staff Development Center (B.A., Oberlin College; M.Ed., Temple University; Ed.D., North Carolina State University)*

#### **DEPARTMENT OF PHYSICAL EDUCATION**

*Henry E. White, Assistant Professor and Head; Head Baseball Coach (B.S., Saint Augustine's College, M.S., North Carolina Central University; D.A., Middle Tennessee State University)*

*Deborah Dove, Instructor and Head Volleyball Coach (B.S., M.S., North Carolina A&T State University)*

*Harvey D. Heartley, Associate Professor (B.S., M.S., North Carolina Central University)*

*Timothy D. Marriott, Instructor (B.A., Fayetteville State University; M.S., North Carolina Central University)*

*Ernest H. Perry, Assistant Professor (B.A., Delaware State College; M.A., C.A.S., New York University)*

#### **DIVISION OF LIBERAL/INTERDISCIPLINARY STUDIES**

*Sevealyn V. Smith, Associate Professor and Chair (B.S., Concord College; M.M., D.M.A., University of Southern Mississippi)*

#### **DEPARTMENT OF ENGLISH AND COMMUNICATION**

*Frederick C. Jones, Associate Professor and Head (B.A., University of Durham, England; M.A., Ph.D., University of Leeds, England)*

*Delindus R. Brown, Associate Professor (B.S., M.A., Ph.D., Indiana University)*

*Julia I. Dreyden, Assistant Professor (B.A., New School College for Social Research, New York, NY; M.A., Ed.D., Morgan State University)*

*Jane S. Falkowski, Assistant Professor (B.A., Alma College; M.A., Virginia Polytechnic Institute and State University)*

*Dean A. Irwin, Instructor (B.A., Saint Augustine's College; M.A., Iowa State University)*

*Lauren M. Jones, Instructor and Director, Writing Resource Center (B.A., Hampton University; M.A., North Carolina State University)*

*Joan D. Madeksza, Assistant Professor (B.A., State University of Iowa; M.A., Salisbury State University)*

*Alisea C. McLeod, Assistant Professor (B.A., Stillman College; M.A., Miami University, Ohio)*

*Lucy L. Melbourne, Associate Professor (B.A., Mary Washington College; M.A., Catholic University; Ph.D., University of North Carolina at Chapel Hill)*

*Helen C. Othow, Professor (B.S., Saint Augustine's College; M.A., North Carolina Central University; Ph.D., University of Wisconsin at Madison)*

*Thelma J. Roundtree, Trustee Endowed Distinguished Professor of the Humanities (B.A., Georgia State College; M.A., Atlanta University; Certificate of Humanities, Columbia University and Yale University; Ph.D., Emory University)*

*Bernard S. Schmidt, Associate Professor (B.A., Temple University; M.A., Fairleigh Dickinson University; Ph.D., University of Miami)*

*Sara M. Stohler, Associate Professor and Director, Honors Program (B.A., Emory University; M.A., Vanderbilt University; M.Ed., University of North Carolina at Chapel Hill; Ed.D., University of North Carolina at Greensboro)*

*Precious Stone, Instructor (B.A., Yale University; M.A., University of North Carolina at Chapel Hill; M.F.A., University of North Carolina at Greensboro)*

#### **DEPARTMENT OF HISTORY**

*John J. Little, Associate Professor and Head (B.A., Michigan State University; M.A., University of Montana; Ph.D., University of Toledo)*

*Richard L. Moore, Jr., Assistant Professor and Assistant Dean of Strategic Enrollment Management (B.A., M.A., Tennessee A&I State University)*

*Flora Wadelington, Assistant Professor (B.A., M.A., North Carolina Central University)*

#### **DEPARTMENT OF PHILOSOPHY**

*James J. Seymour, Assistant Professor and Acting Head (B.A., Southeastern College; M.S., Fairfield University; M.Div., D.Min., Faith Evangelical Lutheran Seminary)*

#### **DEPARTMENT OF VISUAL AND PERFORMING ARTS**

*William T. Dargan, Professor and Acting Head (B.A., Morehouse College; M.A., American University; Ph.D., Wesleyan University)*

*Richard L. Banks, Assistant Professor and Director of Choral Performances (B.A., Lincoln University, Missouri; M.M., University of Michigan)*

*Harold L. Jeffreys, III, Professor and Band Director (B.A., M.A., North Carolina Central University; Ed.D., University of North Carolina at Greensboro)*

*Juan E. Scivally, Assistant Professor and Curator of the Art Gallery (B.F.A., East Carolina University; M.F.A., Temple University, Tyler School of Art)*

*Cynthia Sexton, CPA, Assistant Professor (B.A., Queens College, North Carolina; M.A., Meredith College)*

*Sevealyn V. Smith, Associate Professor (B.S., Concord College; M.M., D.M.A., University of Southern Mississippi)*

#### **DIVISION OF NATURAL SCIENCES, MATHEMATICS, AND ALLIED HEALTH**

*Kenneth Alston, Associate Professor and Chair (B.S., Saint Augustine's College; Ph.D., Howard University)*

### **DEPARTMENT OF ALLIED HEALTH**

**Hengameh Allen, Assistant Professor and Head (B.S., Campbell University; M.P.H., The University of North Carolina at Chapel Hill; M.T., Fairfax Hospital)**

**Marvin Thompson, Associate Professor (B.S., M.S., Kansas State University, Manhattan; Ph.D., Michigan State University)**

### **DEPARTMENT OF BIOLOGY**

**Gloria Early-Payne, Associate Professor and Head (B.S., Saint Augustine's College; Ph.D., Atlanta University; post-doctoral study, North Carolina State University)**

**Clarence J. Branch, Jr., Associate Professor (B.S., Saint Augustine's College; M.S., University of Tennessee)**

**David J. Mallette, Visiting Professor (B.S., M.S., North Carolina A&T State University; Ph.D., North Carolina State University)**

### **DEPARTMENT OF CHEMISTRY**

**Kenneth Alston, Associate Professor, Acting Head and Director of Occupational Safety and Health Program (B.S., Saint Augustine's College; Ph.D., Howard University)**

**Moges Abebe, Associate Professor (B.S., Coppin State University; Ph.D., Howard University)**

**Bader Abid, Assistant Professor (B.S., Karachi University; M.S., Ph.D., North Carolina State University)**

**Awad M. Ayes, Instructor (B.S., Kuwait University; M.A., North Carolina Central University)**

**Reginald C. Jordan, Assistant Professor (B.S., Salem College; M.S., Temple University; Ph.D., Kensington University)**

**Jafara S. Turay, Associate Professor and Director of Sponsored Programs (B.S., University of Sierra Leone; Ph.D., Howard University)**

**Alieu B. Wurie, Assistant Professor (B.S., Saint Augustine's College; M.S., North Carolina A & T State University)**

### **DEPARTMENT OF MATHEMATICS, INDUSTRIAL MATHEMATICS AND PRE-ENGINEERING**

**Ramesh Mathur, Professor and Head (B.S., Delhi University; M.S., Ph.D., North Carolina State University)**

**Cyril Attiogbe, Instructor (B.S., Saint Augustine's College; M.A., North Carolina Central University)**

**Harold T. Brush, Assistant Professor (B.S., Texas Southern University; M.S., Tuskegee University)**



*Addessa B. Lewis-White, Professor and Director, Enhanced Skills Training Program (B.S., Saint Augustine's College; M.A., Ed.D., Purdue University; Ph.D., Utah State University; post-doctoral study, University of Missouri)*

*William L. Nowell, Assistant Professor (B.S., North Carolina A&T State University; M.S., North Carolina Central University)*

*Rebecca C. Weatherford, Associate Professor (B.S., M.A., M.S., North Carolina Central University)*

#### **DIVISION OF URBAN, SOCIAL AND INTERNATIONAL STUDIES**

*Elaine H. Yarborough, Assistant Professor and Acting Chair (B.A., M.A., North Carolina Central University; Ph.D., Howard University)*

#### **DEPARTMENT OF URBAN AND SOCIAL STUDIES**

*Elaine H. Yarborough, Assistant Professor and Acting Head (B.A., M.A., North Carolina Central University; Ph.D., Howard University)*

*Jennifer W. Cherry, Instructor (B.A., Mercy College; M.S.S.W., Adelphi University)*

*Fred D. Hall, Associate Professor (B.A., Francis Marion College; M.A., Ph.D., University of North Carolina at Chapel Hill)*

*Wanzo F. Hendrix, Assistant Professor and Coordinator of the Retention Program (B.A., Livingstone College; M.S.W., University of North Carolina at Chapel Hill)*

*Cecil H. McManus, Associate Professor (B.S., Western Carolina University; M.S., North Carolina State University; Ph.D., Howard University)*

*Gwendolyn K. Newsome, Assistant Professor (B.S., North Carolina AT & T University; M.Ed., University of North Carolina at Greensboro)*

*Moses E. Olobatuyi, Associate Professor (B.S., Bowie State University; M.B.A., Morgan State University; Ph.D., Howard University)*

*Ortharine Williams, Assistant Professor (B.S., Saint Augustine's College; J.D., North Carolina Central University Law School)*

#### **DEPARTMENT OF INTERNATIONAL STUDIES**

*Emmanuel O. Oritsejafor, Assistant Professor and Acting Head (B.S., Saint Augustine's College; M.A., Ph.D., Clark Atlanta University)*

*Jerrie W. Brown, Assistant Professor (B.A., Saint Augustine's College; M.A., The University of South Carolina)*

*Dwight J. Fennell, Associate Professor (On Sabbatical) (B.A., Saint Augustine's College; M.A., Atlanta University; M.S., Florida International University; Ed.S., Ph.D., Florida State University)*

*Michael J. Johnson, Instructor (B.A., M.A., Grambling State University)*

*Olivia E. Jones, Instructor (B.A., Diploma in Education, Fourah Bay College, University of Sierra Leone; M.A., University of Leeds, England)*

**Barbara B. Tazewell, Assistant Professor (B.A., Bennett College; M.A., Case Western Reserve)**

#### **ACADEMIC ACHIEVERS PROGRAM**

**Odell A. Watson, Director (B.A., Winston-Salem State University; M.Ed., University of North Carolina at Charlotte)**

**Rajen J. Dave, Instructor (B.A., V.M.V. College, Amravati, India; B.Ed., Shivaji College of Education, India; M.A., M. S. University of Baroda, India; M.A., Shivaji University, Kolhapur, India)**

**David M. Parker, Instructor (B.S., Xavier University; J.D., North Carolina Central University)**

**Emma H. Washington, Instructor (B.S., Bennett College; M.S., University of Chicago)**

#### **DEPARTMENT OF MILITARY SCIENCE**

**Dimitri M. Belmont, LTC, Head (B.A., Winston-Salem State University; M.S., Central Michigan University)**

**Theresa R. Scisney, MAJ, Executive Officer (B.S., Bowie State College)**

**Arthur L. Hall, III, CPT, Recruiting Officer (B.S., United States Military Academy, West Point, NY; M.S., Troy State University)**

**Joseph C. Reynolds, MSG, Chief Training NCO**

**Arthur W. James, SFC, Operations NCO**

**Craig A. Mims, SGT, Supply Sergeant**

#### **ROTC ENHANCED SKILLS TRAINING PROGRAM**

**Addessa B. Lewis-White, Professor and Director (B.S., Saint Augustine's College; M.A., Ed.D., Purdue University; Ph.D., Utah State University; post-doctoral study, University of Missouri)**

**Annamae Burnside, Instructor and Coordinator of the Tutorial and Mathematics (B.S., Saint Augustine's College; M.Ed., North Carolina State University)**

**Sharon Dent-Harris, Instructor (B.A., M.A., Howard University)**

# INDEX

ACADEMIC AFFAIRS .....	12
Academic Enrichment Services .....	13
The Learning Community Program .....	13
Retention Management Services Program .....	14
Academic Achievers Program .....	14
Degrees Awarded .....	16
Grading .....	16
Taking a Minor .....	19
Honors Program .....	20
Life Long Learning Program .....	21
Alternative Teacher Education Program .....	21
Second Chance Teachers Program .....	21
Non-Degreed Program .....	21
Adult Degree Program .....	21
Admissions Requirements .....	23
Foreign Students .....	24
Transfer Students .....	24
Graduation Requirements .....	25
Registration and Records .....	26
ADMINISTRATION AND FACULTY .....	192
CAMPUS MAP .....	208
COLLEGE CALENDAR .....	6
THE CURRICULA .....	40
DIVISION OF BUSINESS .....	45
Accounting .....	45
Business Administration .....	45
Computer Information Systems .....	46
Computer Science .....	49
International Business (See p 168) .....	168
DIVISION OF EDUCATION .....	63
Department of Education .....	63
Teacher Education Program .....	64
Biology Education .....	67
Business Education .....	68
Elementary Education .....	69
English Education .....	70
Exceptional Children's Education .....	71
Mathematics Education .....	72
Music Education (K-12) .....	73
Physical Education Teacher Education .....	75
Social Studies Education .....	75
Department of Physical Education .....	79
Human Performance (formerly Physical Education [Non-Teaching]) .....	80
DIVISION OF LIBERAL AND INTERDISCIPLINARY STUDIES .....	91
Department of English and Communication .....	91
Communication .....	92
English .....	93
Department of History .....	98
African-American Studies .....	98
History .....	99
Department of Visual and Performing Arts .....	100
Visual Arts (Art) .....	100

Performing Arts — Music Performance .....	102
Music Business .....	104
Theatre Arts or Film .....	105
Department of Philosophy and Religion .....	115
DIVISION OF MILITARY SCIENCE (ROTC) .....	183
DIVISION OF NATURAL SCIENCES AND MATHEMATICS AND ALLIED HEALTH .....	129
Department of Allied Health .....	129
Clinical Laboratory Science (Medical Technology) .....	130
Phlebotomy Certification .....	133
Department of Biology .....	134
Biology .....	134
Pre-Medical Sciences .....	136
Department of Chemistry & Industrial Hygiene .....	140
Chemistry .....	140
Industrial Hygiene and Safety .....	143
Department of Mathematics .....	147
Industrial Mathematics .....	149
Mathematics .....	148
Dual-Degree Program in Engineering .....	150
DIVISION OF URBAN, SOCIAL AND INTERNATIONAL STUDIES .....	159
Department of Urban and Social Studies .....	159
Criminal Justice .....	160
Sociology .....	161
Psychology .....	162
Department of International Studies .....	166
Foreign Languages (French, Spanish, German) .....	166
International Business .....	168
Political Science/Pre-Law .....	170
FINANCIAL INFORMATION .....	28
Expenses .....	28
Payments, Refunds and Comments .....	29
Financial Aid Eligibility Requirements .....	30
Loans .....	32
Scholarships .....	33
Financial Aid Suspension .....	33
GENERAL INFORMATION .....	12
INDEX .....	203
INDEX .....	204
THE MISSION OF SAINT AUGUSTINE'S COLLEGE .....	10
THE PHILOSOPHY OF SAINT AUGUSTINE'S COLLEGE .....	10
PRESIDENT'S MESSAGE .....	5
STUDENT AFFAIRS .....	35
Housing .....	35
Dining Facilities .....	35
Health Services .....	35
Student Handbook .....	36
The College Union .....	36
Motor Vehicles .....	36
The Religious Life of the College .....	36
Attendance at Assemblies .....	37
Publications .....	37
Dismissal Provisos .....	37
The Student Right-To-Know and Campus Security Act .....	37
Student Activities .....	37
Student Development Center .....	38



# NOTES

# NOTES

5

# NOTES









1315 Oakwood Avenue  
Raleigh, North Carolina 27610

Second Class  
Postage  
**PAID**  
at  
Raleigh, N.C.  
27610